



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 6, 1972.

SECRETARY'S MEMORANDUM NO. 1759

USDA Computer Center - Beltsville, Maryland

The use of automatic data processing (ADP) equipment to help the Department accomplish its program missions has been increasing rapidly. It is essential that the Department apply this technology in the most efficient and economic manner if it is to continue most effectively to serve the public.

Secretary's Memorandum No. 1509, dated July 31, 1962, established Department Computer Centers at Kansas City, New Orleans and Washington, D.C. Each of these Centers was designated as a Department Facility in anticipation of the fact that it would service the needs of many agencies of the Department. A key element of present plans in the automatic data processing area is the use of a number of strategically located Computer Centers to serve the needs of the Department in a much more economical fashion than could be achieved if each agency initiated a separate effort to provide all of its own requirements.

To further the implementation of these plans, I am hereby designating the Computer Center presently located in the National Agricultural Library Building at Beltsville, Maryland, and operated by the Agricultural Research Service, as a USDA Department Computer Center. It will be known as the "USDA Beltsville Computer Center." The Center will continue to function under the operational control of the Agricultural Research Service, but under the guidelines for ADP management which are established by the Office of Management Improvement.

By this memorandum, I am asking the Assistant Secretary for Administration and the Director of Science and Education to appoint their representatives to co-chair a task force. This task force will identify departmental research needs in the ADP area and prepare a master plan to secure these needs. This plan will be incorporated in the overall departmental computer plan which is currently being formulated under the direction of the Office of Management Improvement. Each of the agencies involved in research or in major ADP efforts should be represented on this task force.

It is contemplated that the primary focus of the newly designated USDA Beltsville Computer Center will be on the automated data processing requirements of the Department's research activities.

EARL L. BUTZ
Secretary



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 18, 1972.

SECRETARY'S MEMORANDUM NO. 1760

Protection and Enhancement of the Cultural Environment

BASIS. Executive Order 11593 of May 13, 1971, states the policy of the Federal Government with respect to preserving, restoring, and maintaining the historic and cultural environment of the Nation. This memorandum is to implement the Executive Order.

NOMINATIONS TO THE NATIONAL REGISTER OF HISTORIC PLACES. By July 1, 1973, each Agency will nominate to the Secretary of the Interior all sites, buildings, districts, and objects which appear to qualify for listing on the National Register of Historic Places. Criteria developed by the National Park Service will guide evaluation of proposed nominations. Nominations by USDA agencies will be made through the Director, Division of Recreation, Forest Service, on forms prescribed by the National Park Service. Copies of the criteria and prescribed forms may be obtained from the Director. The National Park Service has requested a preliminary listing of possible nominations in January 1972. Accordingly, agency nominations should be submitted to the Director by January 24, 1972.

INTERIM PERIOD. Until inventories and evaluations have been made, caution will be exercised to assure that properties which might qualify for nomination are not inadvertently sold, transferred, demolished, or substantially altered. Questionable actions shall be referred through the National Park Service to the Secretary of the Interior for an opinion as to the property's eligibility.

MAINTENANCE OF LISTED PROPERTIES. Standards prescribed by the Secretary of the Interior shall guide maintenance through preservation, rehabilitation, or restoration of federally-owned registered sites. Maintenance standards are published by the National Park Service. Agency procedures for maintenance will be submitted annually on January 1, through the Director, Division of Recreation, Forest Service to the Secretary of the Interior for review and comment.

DEMOLITION OR ALTERATION OF LISTED PROPERTIES. Where a listed property is to be substantially altered through federal action or assistance, records of the property shall be deposited in the Library of Congress. Agencies should seek advice and technical assistance from the National Park Service.

ENVIRONMENT

Page 10

THE NATIONAL BUREAU OF STANDARDS

The National Bureau of Standards is a Federal agency established in 1901, which is responsible for the maintenance and improvement of the Nation's standards of measurement.

The Bureau is organized into several divisions, each of which is responsible for a specific area of measurement. These divisions include the Division of Physics, the Division of Chemistry, the Division of Mathematics, the Division of Engineering, and the Division of Biological Sciences. The Bureau also maintains a large collection of standards and reference materials, which are available to the public for use in research and industry.

The Bureau's primary function is to provide the Nation with accurate and reliable standards of measurement. This is accomplished through the development and maintenance of primary standards, the dissemination of secondary standards, and the provision of technical assistance to the public.

The Bureau's work is essential to the Nation's economic and scientific progress. By providing accurate standards of measurement, the Bureau helps to ensure the quality and reliability of products and services, and to facilitate the development of new technologies and industries.

The Bureau's work is also essential to the Nation's defense. By providing accurate standards of measurement, the Bureau helps to ensure the reliability and accuracy of military equipment and systems, and to facilitate the development of new defense technologies.

SECRETARY'S MEMORANDUM NO. 1760

HISTORIC PRESERVATION ON NON-FEDERAL SITES. Each USDA agency will review its programs to assure that they contribute to the preservation and enhancement of nonfederally-owned sites, structures, and objects of historical, architectural, or archaeological significance.

Earl L. Buttz

Earl L. Buttz
Acting Secretary

ENVIRONMENT

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9-10-73

HISTORIC PRESERVATION ON NON-FEDERAL SITES. Each USDA agency will review its programs to assure that they contribute to the preservation and enhancement of nonfederally-owned sites, structures, and objects of historical, architectural, or archaeological significance.

Paul L. Buttz

SECRETARY'S MEMORANDUM NO. 1760

Rescission
~~PRECISION~~ NOTICE

September 6, 1973.

Protection and Enhancement of the Cultural Environment

The provisions of Secretary's Memorandum No. 1760, dated January 18, 1972, relating to Protection and Enhancement of the Cultural Environment are codified in Chapter 16, Section ¹²~~10~~ of Title 1 of the Administrative Regulations. Accordingly, Secretary's Memorandum No. 1760 is hereby rescinded.

Earl L. Butz

Earl L. Butz
Secretary

The general policy of increasing reliance on State and local governments and the private sector were given increased emphasis in the Federal Assistance Review (FAR) program initiated by Secretary's Memorandum No. 1653 of May 6, 1969. The FAR program generated a number of related actions to standardize and streamline the processes used for delivery of program services and to set guidelines for selection of the process to be used. This memorandum assigns responsibilities for coordinating these policies and related actions.

POLICY:

Consistent with the above-referenced policy issuances, the resources of State and local governments and of the private sector shall be utilized wherever feasible in the operation of the domestic programs of this Department. Continuing direction shall be given to the selection, standardization and simplification of operational processes used in the delivery of program services.

ENVIRONMENT

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9-10-73

SECRETARY'S MEMORANDUM NO. 1760

September 6, 1972

RECEIVED NOTICE

Protection and Enhancement of the Cultural Environment

The provisions of Secretary's Memorandum No. 1760, dated January 18, 1972, relating to Protection and Enhancement of the Cultural Environment are codified in Chapter 16, Section 16.1 of Title 1 of the Administrative Regulations. Accordingly, Secretary's Memorandum No. 1760 is hereby rescinded.

Paul L. Butz
Paul L. Butz
Secretary

ENVIRONMENT
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9-10-72



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 18, 1972.

SECRETARY'S MEMORANDUM NO. 1761

Decentralizing and Streamlining Program Operations

PURPOSE:

It is the purpose of this memorandum to establish responsibilities for expanding participation by State and local governments and by the private sector in the operation of the domestic programs of this Department and for streamlining the administrative processes used in the delivery of program services.

BACKGROUND:

Policies for expanding State participation in all programs of the Department of Agriculture are stated in Secretary's Memorandum No. 1683 of April 6, 1970. The general policy of the Government to rely upon the private enterprise system to supply its needs for products and services is stated in the Office of Management and Budget (OMB) Circular No. A-76, revised August 30, 1967.

The general policy of increasing reliance on State and local governments and the private sector were given increased emphasis in the Federal Assistance Review (FAR) program initiated by Secretary's Memorandum No. 1653 of May 6, 1969. The FAR program generated a number of related actions to standardize and streamline the processes used for delivery of program services and to set guidelines for selection of the process to be used. This memorandum assigns responsibilities for continuing these policies and related actions.

POLICY:

Consistent with the above-referenced policy issuances, the resources of State and local governments and of the private sector shall be utilized wherever feasible in the operation of the domestic programs of this Department. Continuing direction shall be given to the selection, standardization and simplification of operational processes used in the delivery of program services.

ORGANIZATION /

January 12, 1972

RECEIVED: JANUARY 12, 1972

RECEIVED: JANUARY 12, 1972

1972/12

It is the purpose of this document to establish a relationship
between the University of Michigan and the National Endowment for
the Humanities. The purpose of this document is to establish a
relationship between the University of Michigan and the National
Endowment for the Humanities. The purpose of this document is to
establish a relationship between the University of Michigan and the
National Endowment for the Humanities.

RECEIVED: JANUARY 12, 1972

This document is a report on the progress of the project
conducted by the University of Michigan and the National
Endowment for the Humanities. The purpose of this document is to
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RECEIVED: JANUARY 12, 1972

Consistent with the University's policy, the
University of Michigan and the National Endowment for the
Humanities have established a relationship. The purpose of this
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University of Michigan and the National Endowment for the
Humanities.



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

- 2 -

IMPLEMENTATION:

January 19, 1972.

Assistant Secretaries and Group Directors will give aggressive leadership to programs initiated by Secretary's Memorandum No. 1683 and in implementing the above policy, will extend these programs to assure utilization of the resources of State and local governments and of the private sector wherever feasible. The Assistant to the Secretary for Intergovernmental Affairs will provide necessary assistance for proper implementation of programs with intergovernmental aspects. The Assistant Secretary for Administration will provide overall management coordination of policy implementation and continuing direction to the selection, standardization, and simplification of operational processes used in the delivery of program services.

Earl L. Butz

IMPLEMENTATION:

The Director of Plant and Operations in consultation with Department agencies and staff offices involved shall:

- (1) promulgate uniform regulations to implement the policies established in Secretary's Memorandum
- (2) direct the selection, standardization and simplification of program delivery processes utilizing grants, contracts or agreements; and
- (3) develop full utilization of the resources of State and local governments and of the private sector in the operation of the domestic programs of this Department.

Frank B. Elliott

Frank B. Elliott
Assistant Secretary
for Administration

ORGANIZATION

IMPLEMENTATION:

Assistant Secretaries and Group Directors will give aggressive leadership to programs initiated by Secretary's Memorandum No. 1683 and in implementing the above policy, will extend those programs to assure utilization of the resources of State and local governments and of the private sector wherever feasible. The Assistant Secretary for Intergovernmental Affairs will provide necessary assistance for proper implementation of programs with intergovernmental aspects. The Assistant Secretary for Administration will provide overall management coordination of policy implementation and continuing direction to the selection, standardization, and simplification of operational processes used in the delivery of program services.

Paul T. Bantz



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 18, 1972.

SECRETARY'S MEMORANDUM NO. 1761, SUPPLEMENT 1

Decentralizing and Streamlining Program Operations

PURPOSE:

This supplement assigns responsibility for implementing policies established in Secretary's Memorandum 1761 for the administration of grants, contracts and agreements.

BACKGROUND:

Current issuances regulating this subject are listed on the reverse hereof.

IMPLEMENTATION:

The Director of Plant and Operations in consultation with Department agencies and staff offices involved shall:

- (1) promulgate uniform regulations to implement the policies established in Secretary's Memorandum ,
- (2) direct the selection, standardization and simplification of program delivery processes utilizing grants, contracts or agreements; and
- (3) develop full utilization of the resources of State and local governments and of the private sector in the operation of the domestic programs of this Department.

Frank B. Elliott
Assistant Secretary
for Administration

ORGANIZATION /



January 10, 1972

MEMORANDUM FOR THE SECRETARY
SUBJECT: Technical Training and Research Program for Agricultural Mechanization

TO: SECRETARY

This memorandum is submitted for your information and guidance regarding the proposed technical training and research program for agricultural mechanization. The program is designed to develop the skills and knowledge of agricultural mechanization personnel and to conduct research on the latest developments in the field.

FROM: DEPUTY SECRETARY

During the past few years, the Department of Agriculture has been actively engaged in the development of agricultural mechanization. This memorandum is submitted for your information and guidance regarding the proposed technical training and research program for agricultural mechanization.

RECOMMENDATION:

The Department of Agriculture is recommended to approve the proposed technical training and research program for agricultural mechanization. This program is essential for the development of agricultural mechanization personnel and for the advancement of the Department's efforts in the field.

- (1) Promote the technical training and research program for agricultural mechanization. This program is essential for the development of agricultural mechanization personnel and for the advancement of the Department's efforts in the field.
- (2) Allocate the necessary funds for the technical training and research program for agricultural mechanization. This program is essential for the development of agricultural mechanization personnel and for the advancement of the Department's efforts in the field.
- (3) Develop the technical training and research program for agricultural mechanization. This program is essential for the development of agricultural mechanization personnel and for the advancement of the Department's efforts in the field.

[Signature]

DEPUTY SECRETARY
BUREAU OF AGRICULTURAL MECHANIZATION



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 7 1972.

SECRETARY'S MEMORANDUM NO. 1761, SUPPLEMENT 2

Integrated Grant Administration

PURPOSE. It is the purpose of this memorandum to establish Department policy for participation in the Integrated Grant Administration Program.

BACKGROUND. By memorandum of January 14, 1972, the Office of Management and Budget promulgated a new Integrated Grant Administration (IGA) Program. This is a pilot effort wherein two or more Federal agencies can work together in meeting several interrelated requirements of public agency applicants. The objective of the pilot effort is to enable a full evaluation of the program as a basis for deciding its future direction.

During calendar year 1972, the Federal Regional Councils will select some 24 pilot applications for Integrated Grant Administration. The Councils will select applicants for the purpose of testing the IGA concepts and providing working knowledge for the refinement of the program.

It is anticipated that Department programs will be involved in several of the pilot programs.

POLICY. The Department shall actively participate wherever needed to ensure a thorough test of the Integrated Grant Administration Program.

IMPLEMENTATION. The Office of Plant and Operations will provide staff coordination of the Department's participation in IGA activities during this pilot program in accordance with Secretary's Memorandum 1761, Supplement 1, dated January 18, 1972.

Frank B. Elliott
Assistant Secretary
for Administration



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

25
May 25, 1972

SECRETARY'S MEMORANDUM NO. 1761, SUPPLEMENT 3

Decentralizing and Streamlining Program Operations

It is the purpose of this supplement to promulgate the action plan for coordinating and guiding agency implementation of Secretary's Memorandum No. 1761. The action plan, with explanatory and background, has been published in Plant and Operations Handbook No. 6. This Handbook, with agency implementing direction, is to be provided to all headquarters and field program and major activity managers.

A handwritten signature in blue ink, which appears to read "Frank B. Elliott", is positioned above the printed name.

Frank B. Elliott
Assistant Secretary for
Administration

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ORGANIZATION

SECRETARY'S MEMORANDUM
TO THE PRESIDENT
FROM THE SECRETARY

May 21, 1972

[REDACTED]

SECRETARY'S MEMORANDUM

Subject: [REDACTED]

It is the purpose of this memorandum to advise the President of the results of the investigation conducted by the Department of Justice, Office of the Inspector General, and the Department of Justice, Office of the Inspector General, regarding the activities of the [REDACTED] in the [REDACTED] area. The investigation was conducted by the [REDACTED] and the [REDACTED] and the results are as follows:

Very truly yours,
[Signature]
[Title]

Enclosed for the President
are two copies of the report.

SECRET

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 19, 1972.

SECRETARY'S MEMORANDUM NO. 1762

Proposed Establishment of an Animal and Plant Health Inspection Service

1. PURPOSE. The Department of Agriculture has responsibilities in protecting the animal and plant resources of the nation and in carrying out a poultry and meat inspection program. Activities relative to these responsibilities have been administered by the Animal and Plant Health Service, reporting to the Secretary through the Director of Science and Education and by the Consumer and Marketing Service, reporting to the Secretary through the Assistant Secretary for Marketing and Consumer Services.

In order to more effectively carry out these activities, to be more responsive to changing industry patterns and State participation, and to gain economies and efficiencies through cross-utilization of similar skills, I propose to merge the programs into a new single agency. The new agency, to be called the Animal and Plant Health Inspection Service will be headed by an Administrator reporting to the Assistant Secretary for Marketing and Consumer Services.

2. FUNCTIONS TO BE TRANSFERRED. It is proposed to accomplish the following in sequential order:

a. Transfer those functions, responsibilities, and Delegations of Authority now exercised by or under the Administrator of the Animal and Plant Health Service from the Director of Science and Education to the Assistant Secretary for Marketing and Consumer Services, with authority to delegate them to the Administrator of the proposed Animal and Plant Health Inspection Service.

b. Continue to vest those functions, responsibilities and Delegations of Authority exercised by or under the Consumer and Marketing Service's Deputy Administrator for Meat and Poultry Inspection in the Assistant Secretary for Marketing and Consumer Services, with the authority to delegate them to the Administrator of the proposed Animal and Plant Health Inspection Service.

c. Change the name of the Consumer and Marketing Service to the Agricultural Marketing Service.

3. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignments proposed in this memorandum.

ORGANIZATION

(Animal and Plant Health Inspection Service)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 19, 1973

SECRETARY'S MEMORANDUM NO. 1723

Proposed Establishment of an Animal and Plant Health Inspection Service

1. PURPOSE. The Department of Agriculture has responsibilities in protecting the animal and plant resources of the nation and in carrying out a poultry and meat inspection program. Activities relative to these responsibilities have been administered by the Animal and Plant Health Service, reporting to the Secretary through the Director of Science and Education and by the Consumer and Marketing Service, reporting to the Secretary through the Assistant Secretary for Marketing and Consumer Services.

In order to more effectively carry out these activities, to be more responsive to changing industry patterns and State participation, and to gain economies and efficiencies through cross-utilization of similar skills, I propose to merge the programs into a new single agency. The new agency, to be called the Animal and Plant Health Inspection Service, will be headed by an Administrator reporting to the Assistant Secretary for Marketing and Consumer Services.

2. FUNCTIONS TO BE TRANSFERRED. It is proposed to accomplish the following in sequential order:

a. Transfer those functions, responsibilities, and delegations of Authority now exercised by or under the Administrator of the Animal and Plant Health Service from the Director of Science and Education to the Assistant Secretary for Marketing and Consumer Services, with authority to delegate them to the Administrator of the proposed Animal and Plant Health Inspection Service.

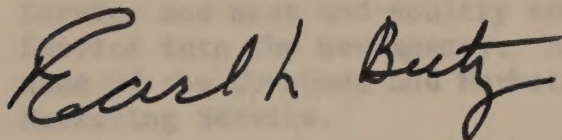
b. Continue to vest those functions, responsibilities and delegations of Authority exercised by or under the Consumer and Marketing Service Deputy Administrator for Meat and Poultry Inspection in the Assistant Secretary for Marketing and Consumer Services, with the authority to delegate them to the Administrator of the proposed Animal and Plant Health Inspection Service.

c. Change the name of the Consumer and Marketing Service to the Agricultural Marketing Service.

3. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignments proposed in this memorandum.

4. MANAGEMENT SUPPORT ACTIVITIES. All finance, budget, personnel, administrative services, information and other management support activities presently performed by the Consumer and Marketing Service or by the Animal and Plant Health Service in the administration of the functions identified in Section 2 above will be transferred to the proposed Animal and Plant Health Inspection Service.

5. PUBLIC NOTICE. In accordance with Reorganization Plan No. 2 of 1953, the Department is giving advance public notice of the delegations of functions it is proposing to make, and will afford interested persons and groups opportunity to place before the Department their views with respect to these organization adjustments. In order to be considered, comments must be received by March 1, 1972.



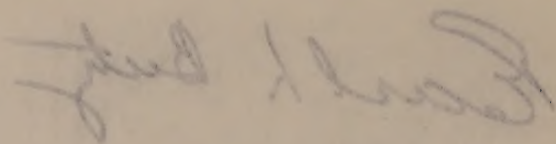
Earl L. Butz
Secretary

Therefore, I am taking the following actions effective April 2, 1972:

1. Establishing the Animal and Plant Health Inspection Service headed by an Administrator who will report to the Assistant Secretary for Marketing and Consumer Services.
2. Designating Dr. Francis J. Mulhern, Administrator of Animal and Plant Health Service, to serve as Acting Administrator of the Animal and Plant Health Inspection Service.
3. Transferring those functions, responsibilities and delegations of authority now exercised by and under the Administrator of the Animal and Plant Health Service from the Director of Science and Education to the Assistant Secretary for Marketing and Consumer Services, with authority to delegate them on a temporary basis to the Administrator of the Animal and Plant Health Inspection Service.

4. MANAGEMENT SUPPORT ACTIVITIES. All finance, budget, personnel, administrative services, information and other management support activities presently performed by the Consumer and Marketing Service or by the Animal and Plant Health Service in the administration of the functions identified in Section 1 above will be transferred to the proposed Animal and Plant Health Inspection Service.

5. PUBLIC NOTICE. In accordance with Reorganization Plan No. 2 of 1953, the Department is giving advance public notice of the delegations of functions it is proposing to make, and will afford interested persons and groups opportunity to place before the Department their views with respect to these organization adjustments. In order to be considered, comments must be received by March 1, 1971.



Earl L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

MAR 22 1972

SECRETARY'S MEMORANDUM NO. 1762, SUPPLEMENT 1

Establishment of Animal and Plant Health Inspection Service
and Renaming of Consumer and Marketing Service to
Agricultural Marketing Service

Secretary's Memorandum No. 1762 of January 19, 1972, proposed the establishment of a new Animal and Plant Health Inspection Service and the merging of all activities of the Animal and Plant Health Service and meat and poultry activities of the Consumer and Marketing Service into the new agency. A proposal was also made to change the name of the Consumer and Marketing Service to the Agricultural Marketing Service.

The Department gave public notice of the proposed action and invited comments from interested persons and groups. Response has been favorable.

Therefore, I am taking the following actions effective April 2, 1972 :

1. Establishing the Animal and Plant Health Inspection Service headed by an Administrator who will report to the Assistant Secretary for Marketing and Consumer Services.
2. Designating Dr. Francis J. Mulhern, Administrator of Animal and Plant Health Service, to serve as Acting Administrator of the Animal and Plant Health Inspection Service.
3. Transferring those functions, responsibilities and delegations of authority now exercised by and under the Administrator of the Animal and Plant Health Service from the Director of Science and Education to the Assistant Secretary for Marketing and Consumer Services, with authority to delegate them on a temporary basis to the Administrator of the Animal and Plant Health Inspection Service.

ORGANIZATION

1 (Animal and Plant Health Inspection Service)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

MAR 2 1972

SECRETARY'S MEMORANDUM NO. 1162, SUPPLEMENT 1

Establishment of Animal and Plant Health Inspection Service
and Renaming of Consumer and Marketing Service to
Agricultural Marketing Service

Secretary's Memorandum No. 1162 of January 19, 1972, proposed the establishment of a new Animal and Plant Health Inspection Service and the merging of all activities of the Animal and Plant Health Service and meat and poultry activities of the Consumer and Marketing Service into the new agency. A proposal was also made to change the name of the Consumer and Marketing Service to the Agricultural Marketing Service.

The Department gave public notice of the proposed action and invited comments from interested persons and groups. Responses have been favorable.

Therefore, I am taking the following actions effective April 2, 1972:

1. Establishing the Animal and Plant Health Inspection Service headed by an Administrator who will report to the Assistant Secretary for Marketing and Consumer Services.
2. Designating Dr. Francis J. Whitney, Administrator of Animal and Plant Health Service, to serve as Acting Administrator of the Animal and Plant Health Inspection Service.
3. Transferring those functions, responsibilities and delegations of authority now exercised by and under the authority of the Animal and Plant Health Service from the Director of Science and Education to the Assistant Secretary for Marketing and Consumer Services, with authority to delegate them on a temporary basis to the Administrator of the Animal and Plant Health Inspection Service.

4. Continuing to vest those functions, responsibilities and delegations of authority exercised by or under the Consumer and Marketing Service's Deputy Administrator for Meat and Poultry Inspection in the Assistant Secretary for Marketing and Consumer Services, with authority to delegate them on a temporary basis to the Administrator of the new Animal and Plant Health Inspection Service.
5. Changing the name of the Consumer and Marketing Service to the Agricultural Marketing Service.

Management Support Activities

Support activities for the animal and plant health programs and meat and poultry inspection program such as finance, budget, personnel, administrative services, information services are similarly transferred to the new Animal and Plant Health Inspection Service.

Incidental Transfers

The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignment made in this Memorandum.

Earl L. Butz

Richard L. ...
Assistant Secretary

4. Continuing to vest those functions, responsibilities and delegations of authority exercised by or under the Consumer and Marketing Service's Deputy Administrator for Meat and Poultry Inspection in the Assistant Secretary for Marketing and Consumer Services, with authority to delegate them on a temporary basis to the Administrator of the new Animal and Plant Health Inspection Service.
5. Changing the name of the Consumer and Marketing Service to the Agricultural Marketing Service.

Management Support Activities

Support activities for the animal and plant health programs and meat and poultry inspection programs such as finance, budget, personnel, administrative services, information services are similarly transferred to the new Animal and Plant Health Inspection Service.

Incidental Transfers

The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignment made in this Memorandum.

Paul L. Hoff

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

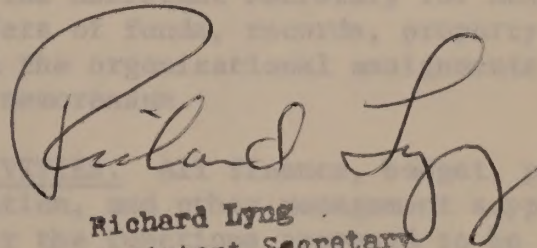
MAR 22 1972

SECRETARY'S MEMORANDUM NO. 1762, SUPPLEMENT 2

Delegation of Functions and Authorities to the
Animal and Plant Health Inspection Service and
Agricultural Marketing Service

Secretary's Memorandum No. 1762, Supplement 1, established the Animal and Plant Health Inspection Service and vested in the Assistant Secretary for Marketing and Consumer Services, certain functions, responsibilities, and delegations of authority for animal and plant health activities and meat and poultry inspection activities with authority to delegate them on a temporary basis to the Administrator of the new Animal and Plant Health Inspection Service.

Under that authority effective April 2, 1972, I hereby redelegate to the Administrator, Animal and Plant Health Inspection Service on a temporary basis all functions, responsibilities, and authorities relating to animal and plant health activities and transfer from the Administrator, Consumer and Marketing Services to the Administrator, Animal and Plant Health Inspection Service, all functions, responsibilities, and delegations of authority for meat and poultry inspection activities. In addition, all delegations other than meat and poultry inspection activities heretofore made to the Administrator, Consumer and Marketing Service are hereby confirmed and shall remain in full force and effect on a temporary basis under that agency's new name, the Agricultural Marketing Service.


Richard Lyng
Assistant Secretary

ORGANIZATION 1 (Animal and Plant Health Inspection Service)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

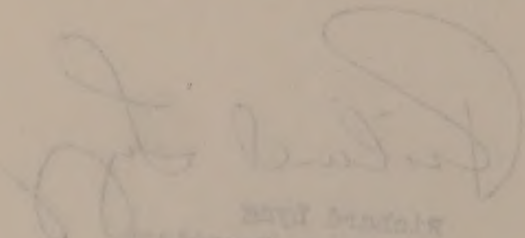
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SECRETARY'S MEMORANDUM NO. 1762, SUPPLEMENT 2

Delegation of Functions and Authorities to the
Animal and Plant Health Inspection Service and
Agricultural Marketing Service

Secretary's Memorandum No. 1761, Supplement 1, established the Animal and Plant Health Inspection Service and vested in the Assistant Secretary for Marketing and Inspection Services, certain functions, responsibilities, and delegations of authority for animal and plant health activities and meat and poultry inspection activities with authority to delegate them on a temporary basis to the Administrator of the new Animal and Plant Health Inspection Service.

Under that authority effective April 1, 1961, I hereby redelegate to the Administrator, Animal and Plant Health Inspection Service on a temporary basis all functions, responsibilities, and authorities relating to animal and plant health activities and transfer from the Administrator, Consumer and Marketing Services to the Administrator, Animal and Plant Health Inspection Service, all functions, responsibilities, and delegations of authority for meat and poultry inspection activities. In addition, all delegations other than meat and poultry inspection activities heretofore made to the Administrator, Consumer and Marketing Services are hereby confirmed and shall remain in full force and effect on a temporary basis until such time as the new Animal and Plant Health Inspection Service is established.


Respectfully,
Secretary

SECRETARY'S MEMORANDUM NO. 1762, SUPPLEMENT 2

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary
Washington, D. C. 20250

January 21, 1972.

SECRETARY'S MEMORANDUM NO. 1763

Proposed Transfer of the Foreign Economic Development Service
to the Economic Research Service

1. PURPOSE. One of the functions of the Department of Agriculture is to provide support to the International development program of the United States. To accomplish this the Department has provided coordination and personnel for training programs, technical assistance programs, and development projects. These activities have been administered by the Foreign Economic Development Service, reporting to the Secretary through the Director of Agricultural Economics. In a continuing effort to more effectively carry out these activities, and adjust them to changes in U. S. assistance programs and advancements in the lower income countries, as well as to coordinate them more fully with the complementary economic activities of the Department, I propose to merge these activities with those of the Economic Research Service.

2. FUNCTIONS TO BE TRANSFERRED. It is proposed that all those functions, responsibilities, and delegations of authority now exercised by or under the Administrator of the Foreign Economic Development Service shall continue to be vested in the Director of Agricultural Economics with authority to delegate them to the Administrator of the Economic Research Service.

3. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignments affected by the changes proposed in this memorandum.

4. MANAGEMENT SUPPORT ACTIVITIES. All finance, budget, personnel, administrative services, information, and other management support functions presently performed for the functions proposed to be transferred will continue to be performed by the Office of Management Services.

Earl L. Butz

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary
Washington, D. C. 20250

January 21, 1972

SECRETARY'S MEMORANDUM NO. 1722

Proposed Transfer of the Foreign Economic Development Service
to the Economic Research Service

I. PURPOSE. One of the functions of the Department of Agriculture is to provide support to the international development program of the United States. To accomplish this the Department has provided coordination and personnel for training programs, technical assistance programs, and development projects. These activities have been administered by the Foreign Economic Development Service, reporting to the Secretary through the Director of Agricultural Economics. In a continuing effort to more effectively carry out these activities and adjust them to changes in U. S. assistance programs and advances in the lower income countries, as well as to coordinate them more fully with the complementary economic activities of the Department, I propose to merge these activities with those of the Economic Research Service.

2. FUNCTIONS TO BE TRANSFERRED. It is proposed that all these functions, responsibilities, and delegations of authority now exercised by or under the Administrator of the Foreign Economic Development Service shall continue to be vested in the Director of Agricultural Economics with authority to delegate them to the Administrator of the Economic Research Service.

3. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignments affected by the changes proposed in this memorandum.

4. MANAGEMENT SUPPORT ACTIVITIES. All finance, budget, personnel, administrative services, information, and other management support functions presently performed for the functions proposed to be transferred will continue to be performed by the Office of Management Services.


Secretary of Agriculture

SECRETARY'S MEMORANDUM NO. 1763 SUPPLEMENT 1

February 18, 1972.

Transfer of the Foreign Economic Development Service
to the Economic Research Service

Secretary's Memorandum No. 1763 proposed that the functions and authorities of the Foreign Economic Development Service be merged with those of the Economic Research Service. The Department has given public notice of this proposed action and has invited public comment from interested persons. No comments were received.

Therefore, in accordance with that proposal, the Director of Agricultural Economics, who continues to have the responsibility for such functions and authorities, is hereby authorized to delegate them to the Administrator of the Economic Research Service. The Foreign Economic Development Service is hereby abolished.

The above shall be effective as of February 6, 1972.

Earl L. Butz
Secretary of Agriculture

Don Parrilberg
Director of Agricultural Economics

SECRETARY'S MEMORANDUM NO. 1763 SUPPLEMENT 1

February 6, 1972

Transfer of the Foreign Economic Development Service
to the Economic Research Service

Secretary's Memorandum No. 1763 proposed that the functions and authorities of the Foreign Economic Development Service be merged with those of the Economic Research Service. The Department has given public notice of this proposed action and has invited public comment from interested persons. No comments were received.

Therefore, in accordance with that proposal, the Director of Agricultural Economics, who continues to have the responsibility for such functions and authorities, is hereby authorized to delegate them to the Administrator of the Economic Research Service. The Foreign Economic Development Service is hereby abolished.

The above shall be effective as of February 6, 1972.

Paul L. Butz
Secretary of Agriculture

January 24, 1972

SECRETARY'S MEMORANDUM NO. 1763 SUPPLEMENT 2

Public Advisory Committee on Soil and Water Conservation

February 18, 1972.

This Committee was originally established by Secretary's Memorandum No. 1760 of October 12, 1970, to obtain objective evaluation and constructive suggestions in the field of soil and water conservation throughout the United States.

Delegations of Foreign Economic Functions
to the Economics Research Service

Continuation of the Committee is in the public interest in connection with the performance of the duties and responsibilities of the Department.

Secretary's Memorandum No. 1763 Supplement 1 reaffirms that the functions, responsibilities and delegations of authority exercised by or under the Administrator of the Foreign Economic Development Service are vested in me with the authority to redelegate them to the Administrator of the Economic Research Service.

Under that authority, effective February 6, 1972, I hereby delegate to the Administrator of the Economic Research Service all the functions, responsibilities and delegations of authority reaffirmed as residing in the Director of Agricultural Economics by Secretary's Memorandum No. 1763 Supplement 1.

Public Law 961, 84th Congress provides authority to pay expenses of In addition, all sub-delegations heretofore made under such authorities are hereby confirmed and shall remain in full force and effect until revoked or changed by the Administrator of the Economic Research Service.

Don Paarlberg

Don Paarlberg
Director of Agricultural Economics

January 24, 1970

SECRETARY'S MEMORANDUM NO. 1707

Public Advisory Committee on Soil and Water Conservation

This Committee was originally established by Secretary's Memorandum No. 1390 of October 18, 1955, to obtain objective evaluation and constructive suggestions for program needs and development in the field of soil and water conservation. It represents a broad range of soil and water conservation interests throughout the United States.

Continuation of the committee is in the public interest in connection with the performance of the duties and responsibilities of the Department. The committee is hereby re-established with authorized membership of 18 persons who shall be appointed by the Secretary for two-year terms in accordance with 1 AR 459.

The Assistant Secretary of Agriculture for Rural Development and Conservation shall serve as chairman. The Administrator of the Soil Conservation Service shall serve as alternate chairman. The executive secretary's function shall be the responsibility of the Soil Conservation Service. The committee shall meet at least once each year and at such other times as may be agreed upon.

Public Law 963, 84th Congress provides authority to pay expenses of this Advisory Committee.

Secretary's Memorandum No. 1678 of January 25, 1970, is hereby superseded.

Carl L. Ruff

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 26, 1972.

SECRETARY'S MEMORANDUM NO. 1765

Executive Development in the Federal Service

The Federal Government and the Department of Agriculture in particular are faced with a real need to continue the development of incumbent executives and to prepare subordinates for executive responsibilities. The current process of executive development and preparation for executive positions does not meet today's needs.

President Nixon in his March 8, 1971, Memorandum to Agency Heads stated that "Expenditures for Executive Development programs, made at the present time are a necessary and justifiable investment in our nation's future." The Office of Management and Budget and the Civil Service Commission have taken steps to assure that this becomes a governmentwide effort and that each Agency has a policy and program to accomplish the continued development of career executives.

To achieve these objectives, it will be the policy of the Department to:

- Provide executives with planned development experiences;
- Systematically identify and develop employees with executive potential; and
- Consciously and actively plan, program, and budget for these development activities.

I am assigning responsibility for carrying out this program to the Executive Manpower Board as part of its systematic and coordinated review of manpower matters. My personal representative will be Mr. J. Phil Campbell, Under Secretary.

The Office of Personnel will have primary responsibility for carrying out the directives of the Board and developing plans and special programs for identifying and developing employees for executive positions.

Earl L. Butz

Earl L. Butz
Secretary

PERSONNEL 14

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 26, 1972

SECRETARY'S MEMORANDUM NO. 1707

Executive Development in the Federal Service

The Federal Government and the Department of Agriculture are faced with a real need to continue the development of important executives and to prepare executives for executive responsibilities. The current process of executive development and preparation for executive positions does not meet today's needs.

President Nixon in his March 3, 1971, Memorandum to Agency Heads stated that "Executive Development for Executive Development programs, made at the present time are a necessary and justifiable investment in our nation's future." The Office of Management and Budget and the Civil Service Commission have taken steps to ensure that this becomes a governmentwide effort and that each agency has a policy and program to accomplish the continued development of career executives.

To achieve these objectives, it will be the policy of the Department to:

- Provide executives with planned development experiences;
- Systematically identify and develop employees with executive potential; and
- Consciously and actively plan, program, and budget for these development activities.

I am assigning responsibility for carrying out this program to the Executive Management Board as part of its systematic and coordinated review of management matters. My personal representative will be Mr. J. Phil Campbell, Under Secretary.

The Office of Personnel will have primary responsibility for carrying out the objectives of the Board and developing plans and special programs for identifying and developing employees for executive positions.

Carl L. Butz

Carl L. Butz
Secretary

PERSONNEL

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 2, 1972.

SECRETARY'S MEMORANDUM NO. 1766

Interagency Pest Management Program

The efficient and effective control of agricultural pests is essential to American agriculture and to consumers of farm products. The development and use of effective control measures that minimize environmental contamination and related hazards is a high priority objective of the Department in the public interest. Considerable progress has been made in achieving this objective. It is imperative that all available technology be marshalled and applied and that new technology be developed to further progress in achieving this objective. To do this will require integrated action by several agencies of the Department. The Department's work also must be coordinated with the pest management efforts of the Environmental Protection Agency (EPA) and the National Science Foundation (NSF) and other Federal agencies.

To achieve this, an Interagency Pest Management Program is established in the Department. The Director of Science and Education will be responsible for coordinating the management of this program. He will:

1. Cooperate and consult with the Assistant Secretaries and Directors whose agencies have activities in pest management.
2. Establish a Departmental Pest Management Working Group representing all agencies having activities in pest management. The purpose of this Working Group will be to develop communication and cooperation among the agencies regarding the program and especially in regard to activities and objectives requiring multi-agency effort. The Working Group will review the plans, activities and recommendations of all agencies regarding pest control, the overall program objectives and progress of the Department pest management program and make recommendations to the Director of Science and Education regarding needed changes.
3. Approve all plans by the agencies for pest management activities. These will be reviewed and evaluated for him by the Department Working Group. He will submit these plans to the appropriate Assistant Secretaries for review and obtain their agreement prior to his approval.

COMMITTEES

(Pest Management Program, Interagency)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 2, 1972

SECRETARY'S MEMORANDUM NO. 1722

Interagency Pest Management Program

The efficient and effective control of agricultural pests is essential to American agriculture and to consumers of farm products. The development and use of effective control measures that minimize environmental contamination and related hazards is a high priority objective of the Department in the public interest. Considerable progress has been made in achieving this objective. It is imperative that all available technology be marshaled and applied and that new technology be developed to further progress in achieving this objective. To do this will require integrated action by several agencies of the Department. The Department's work also must be coordinated with the pest management efforts of the Environmental Protection Agency (EPA) and the National Science Foundation (NSF) and other Federal agencies.

To achieve this, an Interagency Pest Management Program is established in the Department. The Director of Science and Education will be responsible for coordinating the management of this program. He will:

1. Cooperate and consult with the Assistant Secretaries and Directors whose agencies have activities in pest management.
2. Establish a Departmental Pest Management Working Group representing all agencies having activities in pest management. The purpose of this Working Group will be to develop communication and cooperation among the agencies regarding the program and especially in regard to activities and objectives requiring multi-agency effort. The Working Group will review the plans, activities and recommendations of all agencies regarding pest control, the overall program objectives and progress of the Department pest management program and make recommendations to the Director of Science and Education regarding needed changes.
3. Approve all plans by the agencies for pest management activities. These will be reviewed and evaluated for him by the Department Working Group. He will submit these plans to the appropriate Assistant Secretaries for review and obtain their agreement prior to his approval.

4. Establish working agreements with EPA, NSF and other Federal agencies involved in Pest Management for the purpose of coordinating all the Federal efforts.
5. Designate a person to manage the operations of the Department's Pest Management Program. If this person is not in a Science and Education agency he will obtain the agreement of the appropriate Assistant Secretary or Director prior to the designation.

Earl H. Butz

The provisions shall be in accordance for a two-year period from the date of this document. Funds will be available for maintenance of work and for the purchase of additional equipment in accordance with available estimates and regulations.

The Assistant Secretary of Agriculture for Forest Development and Conservation will be the Chairman. The Chief of the Forest Service will be the Vice-Chairman. A member of the Forest Service will serve as Secretary. The 15 members will be selected by me with consideration given to appropriate rotation of membership.

Secretary's Memorandum No. 1033 (Revised) of February 14, 1970, is hereby approved.

Earl H. Butz

4. Establish working agreements with EPA, NSF and other Federal agencies involved in Pest Management for the purpose of coordinating all the Federal efforts.
5. Designate a person to manage the operations of the Department's Pest Management Program. If this person is not in a Science and Education agency he will obtain the agreement of the appropriate Assistant Secretary or Director prior to the designation.

Paul K. Best

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 16, 1972.

SECRETARY'S MEMORANDUM NO. 1767

Advisory Committee on State and Private Forestry

This committee was initially established by Secretary's Memorandum No. 1633 of April 19, 1968, to furnish advice to the Department on major matters relating to the protection, management and development of the Nation's non-Federal forest land and resources.

Continuation of the committee is in the public interest in connection with the performance of the duties and responsibilities of the Department.

The committee shall be in existence for a two-year period from the date of this Memorandum. Funds will be available for reimbursement of travel and per diem expenses of committee members in accordance with applicable statutes and regulations.

The Assistant Secretary of Agriculture for Rural Development and Conservation will be the Chairman. The Chief of the Forest Service will be the Vice-Chairman. A member of the Forest Service will serve as Executive Secretary. The 15 members will be selected by me with consideration given to appropriate rotation of membership.

Secretary's Memorandum No. 1633 (Revised) of February 14, 1970, is hereby superseded.

Earl L. Butz

COMMITTEES

(State and Private Forestry, Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 19, 1973

SECRETARY'S MEMORANDUM NO. 1767, REVISED

Advisory Committee on State and Private Forestry

The Advisory Committee on State and Private Forestry was established by the Secretary on April 19, 1968, and is established for a two-year period from date of this memorandum.

The Department needs and wants the counsel of informed citizens on cooperative forestry matters. Committee members, who are well informed on forestry needs and opportunities, provide a forum for discussing policies, programs, and their applications. The committee is national in scope and serves an important function by involving the public early in the process of cooperative forestry program formulation and policy development. It enables the Department to get, on a planned basis, discussion and deliberation on major matters relating to the protection, management, and development of the Nation's non-Federal forest land and resources. The State and private forests are growing in importance as future sources of timber, water, wildlife, and other public benefits.

Establishment of this committee is in the public interest in connection with the performance of the duties and responsibilities of the Department.

The committee will meet at least annually at the request of the Chairman to advise the Secretary on cooperative forestry programs and related matters. All meetings are open to the public. Funds will be made available for travel and other official expenses of committee members. The estimated annual operating cost is \$5,000 and staff support is 0.2 man-years.

The Assistant Secretary of Agriculture for Conservation, Research, and Education is Chairman, and the committee members report to him. The Chief of the Forest Service is Vice Chairman, and a member of his staff serves as Executive Secretary and provides staff support for the committee.

The 15 members of the committee will be appointed by the Secretary. Those selected will be from the following or other interest areas: conservation associations, minority groups, small wood-using industries, large timber industries, non-industrial forest owners, agricultural and forestry educators, consultant foresters, State forestry organizations, women's groups, and State extension organizations.

This memorandum also serves as a charter. Secretary's Memorandum No. 1767, dated August 2, 1973, is hereby superseded.

Earl L. Butts
Secretary

COMMITTEES

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 2, 1973.

SECRETARY'S MEMORANDUM NO. 1767, REVISED

Advisory Committee on State and Private Forestry

Secretary's Memorandum No. 1633, dated April 19, 1968, established this committee and it was extended in 1972. The committee serves as an advisory group to the Department on major matters relating to the protection, management, and development of the Nation's non-Federal forest land and resources. It is the objective of the committee to provide for discussion and deliberation on a planned basis in connection with the duties and responsibilities of the Department for a variety of cooperative forestry programs as they relate to growing importance of State and private forests as sources of wood, water, wildlife, recreation, natural beauty, other public benefits, and the increasing concern over the quality of man's environment.

Continuation of the committee was in the public interest in connection with the performance of duties and responsibilities of the Department. The committee shall terminate on February 16, 1974, subject to renewal.

The Assistant Secretary of Agriculture for Conservation, Research, and Education will be the Chairman to whom the Committee members will report. The Chief of the Forest Service will be the Vice Chairman. A member of the Forest Service will serve as Executive Secretary and will provide necessary staff support for the committee. The 15 members of the committee will be appointed by the Secretary.

It is estimated that the committee will meet annually at the request of the Chairman. Funds will be made available for reimbursement of travel and other official expenses of committee members. The estimated annual operating cost is \$10,000 and the man-years of staff support would be 0.2.

Secretary's Memorandum No. 1767, dated February 16, 1972, is hereby superseded.

Earl L. Butz

Secretary of Agriculture

COMMITTEES

State and Private Forestry, Advisory

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 2, 1973

SECRETARY'S MEMORANDUM NO. 1767, REVISED

Advisory Committee on State and Private Forestry

Secretary's Memorandum No. 1533, dated April 19, 1968, established this committee and it was extended in 1972. The committee serves as an advisory group to the Department on major matters relating to the protection, management, and development of the Nation's non-Federal forest land and resources. It is the objective of the committee to provide for dissemination and deliberation on a planned basis in connection with the duties and responsibilities of the Department for a variety of cooperative forestry programs as they relate to growing importance of State and private forests as sources of wood, water, wildlife, recreation, natural beauty, other public benefits, and the increasing concern over the quality of man's environment.

Continuation of the committee was in the public interest in connection with the performance of duties and responsibilities of the Department. The committee shall terminate on February 10, 1974, subject to renewal.

The Assistant Secretary of Agriculture for Conservation, Research, and Education will be the Chairman to whom the Committee members will report. The Chief of the Forest Service will be the Vice Chairman. A member of the Forest Service will serve as Executive Secretary and will provide necessary staff support for the committee. The 15 members of the committee will be appointed by the Secretary.

It is estimated that the committee will meet annually at the request of the Chairman. Funds will be made available for reimbursement of travel and other official expenses of committee members. The estimated annual operating cost is \$10,000 and the man-years of staff support would be 0.2.

Secretary's Memorandum No. 1767, dated February 10, 1973, is hereby superseded.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

December 27, 1978

SECRETARY'S MEMORANDUM NO. 1767, REVISED

Advisory Committee on State and Private Forestry

The Advisory Committee on State and Private Forestry is hereby renewed for a two-year period from date of this memorandum. Renewal is in the public interest in connection with the performance of duties and responsibilities imposed upon the Department by law.

This is a national advisory committee established on April 19, 1968, to provide advice and counsel on national forestry needs and opportunities and to strengthen and improve communication between the Department and the public on cooperative forestry program formulation and policy development.

The committee is needed to obtain, on a planned basis, discussion and deliberation on major matters relating to the protection, management, and development of the Nation's non-Federal forest land and resources. It involves the public early in the process of cooperative forestry program formulation and policy development.

It is planned to appoint a balanced membership drawn from conservation associations, minority groups, small wood-using industries, large timber industries, non-industrial forest owners, agriculture and forestry educators, consultant foresters, State Forestry organizations, women's groups, and State Extension organizations.

This memorandum incorporates the charter of the Advisory Committee on State and Private Forestry as follows:

Objective and Scope: The committee will serve an essential function by involving the public early in the process of cooperative forestry program formulation and policy development. The scope of the committee shall include the areas of policy and programs and their applications to the State and private forestry activities. The objective of the committee shall be to provide the benefit of involving a cross section of interested professional and lay citizens in cooperative forestry matters. The responsibility for final decision will, however, remain with the Secretary in accordance with duties and responsibilities of the Department.

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Time Period Necessary to Carry Out Purpose and Termination Date:
Two years from date of this memorandum unless the Secretary determines prior to the termination date that renewal is in the public interest.

Committee Reports to: Assistant Secretary of Agriculture for Conservation, Research, and Education.

Support Provided by: Forest Service, USDA.

Duties: To study, discuss, and advise the Secretary on cooperative forestry programs and related matters. Agenda items shall be developed by the Forest Service and the committee. Members may propose items for the agenda by submitting them to the Executive Secretary in advance of the regularly scheduled meeting.

Estimated Annual Operating Cost: \$40,000. This includes 0.2 man-years of staff support. Members may, at their option, be reimbursed by the Forest Service for their travel and per diem costs.

Estimated non-Federal salaries	\$30,000
Travel expenses for non-Federal persons	5,000
Salary for professional Federal hours	2,000
Salary for secretarial Federal hours	1,800
Cost of publishing report to the Advisory Committee	500
Total	<u>\$39,300</u>

The estimate of annual operating costs includes all private and public funds to be spent by or on behalf of the committee.

Estimated Number and Frequency of Meetings: There will be one or two meetings annually at the request of the Chairperson. All meetings are open to the public.

Officers and Membership: Membership shall consist of a maximum of 15 to be appointed by the Secretary. Membership terms shall be for two years. Four officers shall serve as follows:

Chairperson: Assistant Secretary of Agriculture for Conservation, Research, and Education

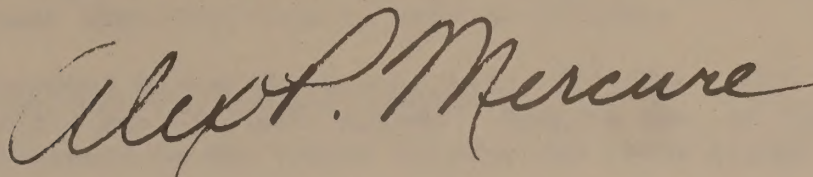
Co-Chairperson: (To be elected from among the membership for a 1-year term)

Vice-Chairperson: Chief, Forest Service

Executive Secretary: Staff Assistant, State and Private Forestry,
Forest Service

The co-chairperson will assist the chairperson in developing meeting agenda and in the absence of the chairperson, shall preside at meetings.

Secretary's Memorandum No. 1767, Revised, dated December 14, 1976, is hereby superseded.



Acting Secretary

[Faint, illegible text and signature]

Very respectfully,
[Signature]
[Name]
[Address]

The enclosed is for your information and is not to be
used in any way without my consent.

I am, Sir, very truly,
Your obedient servant,
[Signature]
[Name]
[Address]

I am, Sir, very truly,
Your obedient servant,
[Signature]
[Name]
[Address]

I am, Sir, very truly,
Your obedient servant,
[Signature]
[Name]
[Address]

I am, Sir, very truly,
Your obedient servant,
[Signature]
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I am, Sir, very truly,
Your obedient servant,
[Signature]
[Name]
[Address]

I am, Sir, very truly,
Your obedient servant,
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I am, Sir, very truly,
Your obedient servant,
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I am, Sir, very truly,
Your obedient servant,
[Signature]
[Name]
[Address]

I am, Sir, very truly,
Your obedient servant,
[Signature]
[Name]
[Address]

I am, Sir, very truly,
Your obedient servant,
[Signature]
[Name]
[Address]

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

October 16, 1979

SECRETARY'S MEMORANDUM NO. 1767, REVISED, SUPPLEMENT I

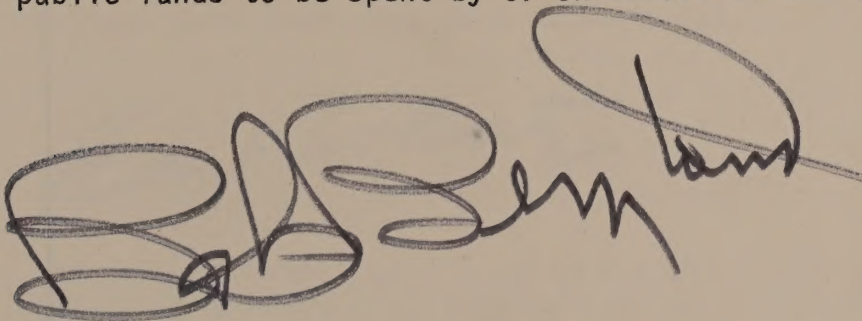
Advisory Committee on State and Private Forestry

This supplement amends the portion of the Charter of the Advisory Committee on State and Private Forestry relating to Estimated Annual Operating Cost to read as follows:

Estimated Annual Operating Cost: \$57,000. This includes 0.2 person-year of staff support. Members may, at their option be reimbursed by the Forest Service for their travel and per diem costs.

Estimated non-Federal salaries	\$30,000
Travel expenses for non-Federal persons	15,000
Salary for professional Federal hours	10,500
Salary for secretarial Federal hours	1,000
Cost of publishing report of the Advisory Committee	<u>500</u>
Total	\$57,000

The estimate of annual operating costs includes all private and public funds to be spent by or on behalf of the committee.



Secretary of Agriculture

COMMITTEES

(State and Private Forestry Advisory)



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

February 28, 1972.

SECRETARY'S MEMORANDUM NO. 1768

Task Force on Upward Mobility

President Nixon, in his memorandum of August 8, 1969, on Equal Employment Opportunity, stated:

"We must search for new ways to provide the necessary ... opportunities ... so that all employees may utilize their capabilities to the fullest ..."

He also emphasized that employees should have the opportunity to the fullest extent practical to improve their skills so they may qualify for advancement.

As part of a continuing effort to realize Administration goals in this area, a Task Force on Upward Mobility has been established under the co-chairmanship of Dolores Barros, Office of Equal Opportunity, and Earl Teeter, Office of Personnel. The function of this Task Force is to analyze existing upward mobility programs, assess their effectiveness, and recommend a coordinated program for the Department.

I ask Agency Heads to cooperate fully with the Task Force by detailing employees to the Task Force as needed and by providing the Task Force with requested information.

Earl H. Butz

(b) For other committees: On each committee for which the Consumer and Marketing Service, the Food and Nutrition Service or the Export Marketing Service recommends a program, an ad hoc committee shall be established. Each committee shall be chaired by the CMS member who shall also act as secretary of the committee, and shall be composed of members of appropriate agencies designated above in 7(a).

(c) Operating procedure: The chairman of each committee shall call meetings of his committee and to the extent possible provide members with at least ten days' notice of committee meetings. He shall inform

UNWITNESSED

COMMITTEES (*Upward Mobility*)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

March 7, 1972.

SECRETARY'S MEMORANDUM NO. 1769

Interagency Commodity Estimates Committees

1. Departmental Committees. There is a continuing need for estimates and projections of basic data regarding supply, utilization, prices and program effects to be used on a Departmentwide basis for budgetary purposes and for appraising and administering present or proposed programs. In response to this need, Secretary's Memorandum No. 1530, March 15, 1963, authorized establishment of a Departmental committee for each price supported commodity, and others as needed. That Memorandum was revised and superseded by Secretary's Memorandum No. 1614, April 12, 1967, to clarify the operating procedures and specify in more detail the responsibilities assigned. Secretary's Memorandum No. 1674 dated December 1, 1969, was necessitated by the reorganization of the Department with respect to activities relating to export sales and international development, the establishment of a new agency in connection therewith, the Export Marketing Service, the reduction in size of the Staff Economists Group and the reorganization of the Agricultural Stabilization and Conservation Service.

2. Organization. (a) For CCC price supported commodities and major products thereof: Commodity estimates committees shall be composed of one member from each of the following agencies of the Department: Economic Research Service, Export Marketing Service, Agricultural Stabilization and Conservation Service, and Foreign Agricultural Service. Each committee shall be chaired by the ASCS member who shall also act as secretary of the committee. To provide data for budget estimates and other purposes, at least two meetings for the preparation of detailed calculations of program costs and expenditures shall be scheduled each calendar year--around June 1 and November 1. Additional meetings will be scheduled as required.

(b) For other commodities: On each commodity for which the Consumer and Marketing Service, the Food and Nutrition Service or the Export Marketing Service recommends a program, an ad hoc commodity estimates committee shall be established. Each committee shall be chaired by the C&MS member who shall also act as secretary of the committee, and shall be composed of members of appropriate agencies designated above in 2(a).

(c) Committee procedure: The chairman of each committee shall call meetings of his committee and to the extent possible provide members with at least two days' notice of committee meetings. He shall inform

COMMITTEES

(Commodity Estimates Interagency)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

March 7, 1972

SECRETARY'S MEMORANDUM NO. 1729

Interagency Commodity Estimates Committee

I. Departmental Committees. There is a continuing need for estimates and projections of basic data regarding supply, utilization, prices and program effects to be used on a Departmentwide basis for budgetary purposes and for appraising and substantiating present or proposed programs. In response to this need, Secretary's Memorandum No. 1530, March 12, 1963, authorized establishment of a Departmental committee for each price supported commodity, and others as needed. That Memorandum was revised and superseded by Secretary's Memorandum No. 1614, April 12, 1967, to clarify the operating procedures and specify in more detail the responsibilities assigned. Secretary's Memorandum No. 1674 dated December 1, 1969, was necessitated by the reorganization of the Department with respect to activities relating to export sales and international development, the establishment of a new agency in connection therewith, the Export Marketing Service, the reduction in size of the Staff Economist Group and the reorganization of the Agricultural Stabilization and Conservation Service.

2. Organization. (a) For CCC price supported commodities and major products thereof: Commodity estimates committees shall be composed of one member from each of the following agencies of the Department: Economic Research Service, Export Marketing Service, Agricultural Stabilization and Conservation Service, and Foreign Agricultural Service. Each committee shall be chaired by the ASCS member who shall also act as secretary of the committee. To provide data for budget estimates and other purposes, at least two meetings for the preparation of detailed calculations of program costs and expenditures shall be scheduled each calendar year--around June 1 and November 1. Additional meetings will be scheduled as required.

(b) For other commodities: On each commodity for which the Commerce and Marketing Service, the Food and Nutrition Service or the Export Marketing Service recommends a program, an ad hoc commodity estimates committee shall be established. Each committee shall be chaired by the CMS member who shall also act as secretary of the committee, and shall be composed of members of appropriate agencies designated above in 2(a).

(c) Committee procedure: The chairman of each committee shall call meetings of his committee and to the extent possible provide members with at least two days' notice of committee meetings. He shall inform

COMMITTEE (Commodity Estimates Interagency)

committee members of the agenda, making available or requesting background data and other relevant materials previously prepared by the designated agencies for review by the committee. The chairman is empowered to appoint subcommittees.

3. Duties. (a) The committees shall appraise and review basic data and make estimates as a basis for projecting supply, utilization and prices for major commodities, including the effects of new program proposals on acreage, yield, production, imports, domestic utilization, price, price support programs, carryover, exports and availabilities for export. Estimates agreed to by each committee will be official estimates of the Department regarding the effects of program proposals and changes, but will in no way restrict the formation of special study groups or performance of the duties of any agency of the Department associated with its assigned responsibilities.

(b) The following officials within the Department shall perform the duties and have the responsibilities as set forth below:

(1) The Director of Agricultural Economics shall be the clearing house in the Department for economic data, statistics and projections. He has a staff responsibility to see that the economic resources of all appropriate agencies in the Department are drawn upon in connection with economic policy decisions. Proposed decisions involving substantial economic policy implications shall be checked with him. At least two times each year (when detailed calculations of program costs and expenditures are required) shall provide committee chairmen with basic assumptions and background data regarding the overall economy and parity price projections for specific commodities.

(2) The Administrator of the Economic Research Service shall provide the commodity estimates committees with basic data and economic analyses for their consideration relating to acreage, yield, production, utilization, foreign trade, and supply and price estimates for each commodity.

(3) The Administrator of the Foreign Agricultural Service, coordinating with the Consumer and Marketing Service and the Export Marketing Service, shall provide the commodity estimates committees for their consideration with estimates of total exports and imports for each commodity.

(4) The Administrator of the Consumer and Marketing Service, in connection with programs administered by C&MS, shall supply the Foreign Agricultural Service with estimates of program exports and shall supply the commodity estimates committees directly with data regarding domestic program operations for which C&MS has jurisdiction.

(5) The General Sales Manager of the Export Marketing Service shall supply FAS and commodity estimates committees with basic data and estimates of programmed exports under PL-480 and of commercial exports under other programs administered by the EMS.

(6) The Administrator of the Agricultural Stabilization and Conservation Service shall supply the commodity estimates committees with data and analyses relating to the quantities and value of each commodity placed under price support, repayments, acquisitions and dispositions under existing and proposed programs, including program exports of tobacco, peanuts, tung oil and gum naval stores.

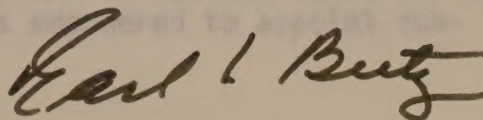
(7) The Administrator of the Food and Nutrition Service shall supply the commodity estimates committees directly with data regarding domestic program operations for which FNS has jurisdiction.

Personnel from the Statistical Reporting Service shall, upon request, consult with and supply data to these committees.

4. Utilization of Estimates. Estimates of these interagency committees shall be used in (a) development of budgets and (b) the development, appraisal and administration of programs. The estimates shall serve as the basis for published statements, material provided the Congress, and testimony before the Congressional committees. Financial data or estimates prepared by these committees shall be furnished the Director of Budget and Finance. Committee members shall be responsible for providing their respective administrators with appraisals and reports prepared by the committees. All such material shall be identified as having been prepared by a particular committee.

5. Utilization of Committees. Requests for committee assistance shall be routed through the Administrator, ASCS or the Administrator, C&MS, whichever agency provides the committee chairman. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary.

6. Prior Memorandum Superseded. With this issuance, Secretary's Memorandum No. 1674 dated December 1, 1969, is hereby superseded.



Secretary of Agriculture

(2) The General Sales Manager of the Export Marketing Service shall supply WBS and commodity estimates consistent with basic data and estimates of projected exports under PL-480 and of commercial exports under other programs administered by the WBS.

(3) The Administrator of the Agricultural Stabilization and Conservation Service shall supply the commodity estimates committees with data and analyses relating to the quantities and value of each commodity placed under price support, repayments, acquisitions and dispositions under existing and proposed programs, including program exports of tobacco, peanuts, tung oil and gunnival stores.

(4) The Administrator of the Food and Nutrition Service shall supply the commodity estimates committees directly with data regarding domestic program operations for which WBS has jurisdiction.

Personnel from the Statistical Reporting Service shall, upon request, consult with and supply data to these committees.

4. Utilization of Estimates. Estimates of these interagency committees shall be used in (a) development of budgets and (b) the development, appraisal and administration of programs. The estimates shall serve as the basis for published statements, material provided the Congress, and testimony before the Congressional committees. Financial data or estimates prepared by these committees shall be furnished the Director of Budget and Finance. Committee members shall be responsible for providing their respective administrators with appraisals and reports prepared by the committees. All such material shall be identified as having been prepared by a particular committee.

5. Utilization of Committees. Requests for committee assistance shall be routed through the Administrator, ASOS or the Administrator, OWS, whichever agency provides the committee chairman. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary.

6. Excess Memorandum Superseded. With this issuance, Secretary's Memorandum No. 1274 dated December 1, 1959, is hereby superseded.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

March 21 1972

SECRETARY'S MEMORANDUM NO. 1769, REVISED

Interagency Commodity Estimates Committees

1. Departmental Committees. There is a continuing need for estimates and projections of basic data regarding supply, utilization, prices, and program effects to be used on a Departmentwide basis for program planning and budgeting purposes and for evaluating and administering present or proposed programs. In response to this need, this Secretary's Memorandum authorizes establishment of Departmental committees for each price supported commodity, and others as needed.

2. Organization. (a) For CCC price supported commodities and major products thereof: commodity estimates committees shall be composed of one member from each of the following agencies of the Department: Economic Research Service, Export Marketing Service, Agricultural Stabilization and Conservation Service, and Foreign Agricultural Service. Each committee shall be chaired by the ASCS member who shall also act as the secretary of the committee. To provide data for budget estimates and for other purposes, at least two meetings for the preparation of detailed calculations of program costs and expenditures shall be scheduled each calendar year -- around June 1 and November 1. Additional meetings will be scheduled as required.

(b) For other commodities: on each commodity for which the Consumer and Marketing Service, the Food and Nutrition Service, or the Export Marketing Service recommends a program, a commodity estimates committee shall be established. Each committee shall be chaired by the C&MS member who shall also act as secretary of the committee, and shall be composed of members of appropriate agencies designated above in 2(a).

(c) Committee procedure: the chairman of each committee shall call meetings of his committee and, to the extent possible, provide members with at least two days' notice of committee meetings. He shall inform committee members and the Office of Planning and Evaluation of the agenda, making available or requesting background data and other relevant materials previously prepared by the designated agencies for review by the committee. The chairman is empowered to appoint sub-committees.

COMMITTEES (*Commodity Estimates, Interagency*)

March 21, 1952

SECRETARY'S MEMORANDUM NO. 1769, REVISED

Interagency Commodity Estimates Committee

1. Departmental Committee. There is a continuing need for estimates and projections of basic data regarding supply, utilization, prices, and program effects to be used on a departmentwide basis for program planning and budgeting purposes and for evaluating and administering present or proposed programs. In response to this need, this Secretary's Memorandum authorizes establishment of departmental committees for each price supported commodity, and others as needed.

2. Organization. (a) For CCC price supported commodities and major products thereof, commodity estimates committees shall be composed of one member from each of the following agencies of the Department: Economic Research Service, Export Marketing Service, Agricultural Stabilization and Conservation Service, and Foreign Agricultural Service. Each committee shall be chaired by the AGCS member who shall also act as the secretary of the committee. To provide data for budget estimates and for other purposes, at least two meetings for the preparation of detailed calculations of program costs and expenditures shall be scheduled each calendar year -- around June 1 and November 1. Additional meetings will be scheduled as required.

(b) For other commodities: on each commodity for which the Consumer and Marketing Service, the Food and Nutrition Service, or the Export Marketing Service recommends a program, a commodity estimates committee shall be established. Each committee shall be chaired by the CMS member who shall also act as secretary of the committee, and shall be composed of members of appropriate agencies designated above in 2(a).

(c) Committee procedures: the chairman of each committee shall call meetings of his committee and, to the extent possible, provide members with at least two days' notice of committee meetings. He shall inform committee members and the Office of Planning and Evaluation of the agency making available or requesting background data and other relevant materials previously prepared by the designated agencies for review by the committee. The chairman is empowered to appoint subcommittees.

3. Duties. (a) The committees shall appraise and review basic data and make estimates as a basis for projecting supply, utilization, and prices for major commodities, including the effects of new program proposals on acreage, yield, production, imports, domestic utilization, price, price support programs, carryover, exports, and availabilities for export. Estimates agreed to by each committee will be official estimates of the Department regarding the effects of program proposals and changes, but will in no way restrict the formation of special study groups or performance of the duties of any agency of the Department associated with its assigned responsibilities.

(b) The following officials within the Department shall perform the duties and have the responsibilities as set forth below:

(1) The Director of Agricultural Economics shall be the clearing house in the Department for economic data, statistics, and projections. He has a staff responsibility to see that the economic resources of all appropriate agencies in the Department are drawn upon in connection with economic policy decisions. Proposed decisions involving substantial economic policy implications shall be checked with him. At least twice each year (when detailed calculations of program costs and expenditures are required) he shall provide committee chairmen with basic assumptions and background data regarding the overall economy and parity price projections for specific commodities.

(2) The Administrator of the Economic Research Service shall provide the commodity estimates committees with basic data and economic analyses for their consideration relating to acreage, yield, production, utilization, foreign trade, and supply and price estimates for each commodity.

(3) The Administrator of the Foreign Agricultural Service, coordinating with the Economic Research Service, the Consumer and Marketing Service, and the Export Marketing Service, shall provide the commodity estimates committees, for their consideration, with estimates of total exports and imports for each commodity.

(4) The Administrator of the Consumer and Marketing Service, in connection with programs administered by C&MS, shall supply the Foreign Agricultural Service with estimates of program exports and shall supply the commodity estimates committees directly with data regarding domestic program operations for which C&MS has jurisdiction.

(5) The General Sales Manager of the Export Marketing Service shall supply FAS and commodity estimates committees with basic data and estimates of programmed exports under P.L. 480 and of commercial exports under other programs administered by the EMS.

3. Duties. (a) The committee shall appraise and review basic data and make estimates as a basis for projecting supply, utilization, and prices for major commodities, including the effects of new program proposals on acreage, yield, production, imports, domestic utilization, price support programs, carryover, exports, and availability for export. Estimates agreed to by each committee will be official estimates of the Department regarding the effects of program proposals and changes, but will in no way restrict the formation of special study groups or performance of the duties of any agency of the Department associated with its assigned responsibilities.

(b) The following officials within the Department shall perform the duties and have the responsibilities as set forth below:

(1) The Director of Agricultural Economics shall be the clearing house in the Department for economic data, statistics, and projections. He has a staff responsibility to see that the economic resources of all appropriate agencies in the Department are drawn upon in connection with economic policy decisions. Proposed decisions involving substantial economic policy implications shall be checked with him. At least twice each year (when detailed calculations of program costs and expenditures are required) he shall provide committee chairmen with basic assumptions and background data regarding the overall economy and carry price projections for specific commodities.

(2) The Administrator of the Economic Research Service shall provide the commodity estimates committee with basic data and economic analyses for their consideration relating to acreage, yield, production, utilization, foreign trade, and supply and price estimates for each commodity.

(3) The Administrator of the Foreign Agricultural Service, coordinating with the Economic Research Service, the Consumer and Marketing Service, and the Export Marketing Service, shall provide the commodity estimates committee, for their consideration, with estimates of total exports and imports for each commodity.

(4) The Administrator of the Consumer and Marketing Service, in connection with programs administered by C&M, shall supply the Foreign Agricultural Service with estimates of program exports and shall supply the commodity estimates committee directly with data regarding domestic program operations for which C&M has jurisdiction.

(5) The General Sales Manager of the Export Marketing Service shall supply the commodity estimates committee with basic data and estimates of program exports under P.L. 480 and of commercial exports under other programs administered by the ERS.

(6) The Administrator of the Agricultural Stabilization and Conservation Service shall supply the commodity estimates committees with data and analyses relating to the quantities and value of each commodity placed under price support, repayments, acquisitions and dispositions under existing and proposed programs, including program exports of tobacco, peanuts, tung oil, and gun naval stores.

(7) The Administrator of the Food and Nutrition Service shall supply the commodity estimates committees directly with data regarding domestic program operations for which F&NS has jurisdiction.

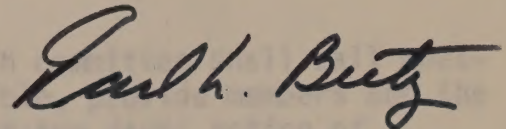
Personnel from the Statistical Reporting Service shall, upon request, consult with, and supply data to, these committees.

4. Utilization of Estimates. Estimates of these interagency committees shall be used in (a) development of budgets and (b) the development, administration, and evaluation of programs. The estimates shall serve as the basis for published statements, material provided the Congress, and testimony before the Congressional committees.

Financial data or commodity estimates prepared by these committees shall be furnished to the Office of Planning and Evaluation and the Office of Budget and Finance. Committee members shall be responsible for providing their respective administrators with appraisals and reports prepared by the committees. All such material shall be identified as having been prepared by a particular committee.

5. Utilization of Committees. Requests for committee assistance shall be routed through the Administrator, ASCS, or the Administrator, C&MS, whichever agency provides the committee chairman. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary.

6. Prior Memorandum Revised. With this issuance, Secretary's Memorandum No. 1769, dated March 7, 1972, is hereby revised.



Secretary of Agriculture

(6) The Administrator of the Agricultural Stabilization and Conservation Service shall supply the commodity estimates consistent with data and analyses relating to the quantities and value of each commodity placed under price support, payments, acquisitions and dispositions under existing and proposed programs, including program exports of tobacco, peanuts, tung oil, and gun naval stores.

(7) The Administrator of the Food and Nutrition Service shall supply the commodity estimates consistent with data regarding domestic program operations for which FAMS has jurisdiction.

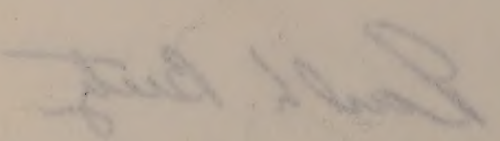
Personnel from the Statistical Reporting Service shall, upon request, consult with, and supply data to, these committees.

4. Utilization of Estimates. Estimates of these interagency commodity estimates shall be used in (a) development of budgets and (b) the development, administration, and evaluation of programs. The estimates shall serve as the basis for published statements, material provided the Congress, and testimony before the Congressional committees.

Financial data or commodity estimates prepared by these committees shall be furnished to the Office of Planning and Evaluation and the Office of Budget and Finance. Committee members shall be responsible for providing their respective administrators with appraisals and reports prepared by the committees. All such material shall be identified as having been prepared by a particular committee.

5. Utilization of Committees. Requests for committee assistance shall be routed through the Administrator, ASCS, or the Administrator, CANS, whichever agency provides the committee chairman. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary.

6. Prior Memorandum Revised. With this issuance, Secretary's Memorandum No. 1783, dated March 7, 1972, is hereby revised.


Secretary of Agriculture



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

September 16 1974

SECRETARY'S MEMORANDUM NO. 1769, REVISED

Interagency Commodity Estimates Committees

1. Departmental Committees. There is a continuing need for estimates and projections of basic data regarding supply, utilization, prices, and program effects to be used on a Departmentwide basis for program planning and budgeting purposes and for evaluating and administering present or proposed programs. In response to this need, this Secretary's Memorandum authorizes establishment of Departmental committees for each price supported agricultural commodity, and others as needed.
2. Organization. (a) For CCC price supported commodities and major products thereof: commodity estimates committees shall be composed of one member from each of the following agencies of the Department: Economic Research Service, Agricultural Stabilization and Conservation Service, and Foreign Agricultural Service. Each committee shall be chaired by the ASCS member who shall also act as the secretary of the committee. A representative of the Office of Planning and Evaluation will attend all committee meetings as an observer.

(b) For other commodities: whenever the Director of Agricultural Economics determines a need, he may after consultation with Agricultural Marketing Service, the Food and Nutrition Service, the Foreign Agricultural Service, or any other agency that operates programs affecting the supply and utilization of these commodities establish a commodity estimates committee. Each committee shall be composed of members of ERS and other agencies as designated by the Director of Agricultural Economics. Each committee shall be chaired by the ERS member who shall also act as secretary of the committee. A representative of the Office of Planning and Evaluation will attend all committee meetings as an observer.

(c) Committee procedure: the chairman of each committee shall call meetings of his committee and, to the extent possible, provide members and the Office of Planning and Evaluation with at least two days' notice of committee meetings. He shall inform committee members and the Office of Planning and Evaluation of the agenda, making available or requesting background data and other relevant materials previously prepared by the designated agencies for review by the committee. The chairman is empowered to appoint subcommittees.

COMMITTEES

Commodity Estimates Interagency

3. Duties. (a) The committees shall appraise and review basic data and make estimates of projected supply, utilization, and prices for commodities, including the effects of new program proposals on acreage, yield, production, imports, domestic utilization, price, price support programs, carryover, exports, and availabilities for export. Meetings shall be held as needed for developing budget estimates, analyzing program changes, evaluating the effects of crop reports and other purposes.

(b) The following officials within the Department shall perform the duties and have the responsibilities as set forth below:

(1) The Director of Agricultural Economics has been delegated the authority to coordinate all economic analysis and review all decisions involving substantial economics policy implications. Therefore, proposed decisions made by commodity estimates committees shall be reviewed by him prior to any release outside the Department. Whenever necessary he shall provide committee chairmen with basic assumptions, background data, and other relevant data regarding the overall economy and market prospects for specific commodities.

(2) The Administrator of the Economic Research Service shall provide the commodity estimates committees with basic data and economic analyses for their consideration relating to acreage, yield, production, utilization, foreign trade, and supply and price estimates for each commodity.

(3) The Administrator of the Foreign Agricultural Service, coordinating with the Economic Research Service and the Agricultural Marketing Service, shall provide the commodity estimates committees, for their consideration, with estimates of total exports and imports for each commodity, including exports programmed under P.L. 480 and other export programs administered by FAS.

(4) The Administrator of the Agricultural Marketing Service, in connection with programs administered by AMS shall supply the Foreign Agricultural Service with estimates of program exports and shall supply the commodity estimates committees directly with data regarding domestic program operations for which AMS has jurisdiction.

(5) The Administrator of the Agricultural Stabilization and Conservation Service shall supply the commodity estimates committees with data and analyses relating to the quantities and value of each commodity placed under price support, repayments, acquisitions and dispositions under existing and proposed programs, including program exports of tobacco, peanuts, tung oil, and gum naval stores.

(a) The Director shall register and review basic data and information on agricultural products, utilization, and prices for export, import, and processing, including the effects of new export programs on foreign exchange, and shall maintain a record of such information. He shall also maintain a record of the effects of crop reports and other information.

(b) The Director shall maintain the Department's staff and shall have the personnel listed as set forth below:

(1) The Director of Agricultural Economics has been assigned the duties of maintaining all economic analysis and review of all data, including statistical information, and shall maintain a record of such information. He shall also maintain a record of the effects of crop reports and other information. He shall also maintain a record of the effects of crop reports and other information.

(2) The Director of the Bureau of Economic Service shall provide the necessary personnel and facilities for the collection, analysis, and dissemination of data on agricultural production, foreign trade, and supply and price statistics for each commodity.

(3) The Director of the Bureau of Agricultural Service, in connection with the Bureau of Economic Service and the Agricultural Service, shall provide the necessary personnel and facilities for the collection, analysis, and dissemination of data on agricultural production, foreign trade, and supply and price statistics for each commodity.

(4) The Director of the Bureau of Agricultural Service, in connection with the Bureau of Economic Service and the Agricultural Service, shall provide the necessary personnel and facilities for the collection, analysis, and dissemination of data on agricultural production, foreign trade, and supply and price statistics for each commodity.

(5) The Director of the Bureau of Agricultural Service, in connection with the Bureau of Economic Service and the Agricultural Service, shall provide the necessary personnel and facilities for the collection, analysis, and dissemination of data on agricultural production, foreign trade, and supply and price statistics for each commodity.

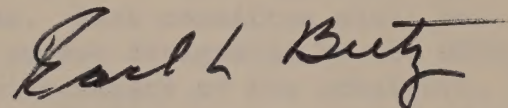
(6) The Administrator of the Food and Nutrition Service shall supply the commodity estimates committees directly with data regarding domestic program operations for which F&NS has jurisdiction.

Personnel from the Statistical Reporting Service shall, upon request, consult with and supply data to, these committees.

4. Utilization of Estimates. Estimates of these interagency committees shall be used in (a) development of budgets and (b) the development, administration, and evaluation of programs. The projections with the approval of the Director of Agricultural Economics shall become the official estimates of the Department and shall serve as the basis for published statements, material provided the Congress, and testimony before the Congressional committees.

5. Utilization of Committees. Requests for committee assistance shall be routed through the Administrator, ASCS, or the Administrator, ERS, whichever agency provides the committee chairman. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary. This in no way restricts the formation of special study groups or performance of the duties of any agency of the Department associated with its assigned responsibilities.

6. Prior Memorandum Revised. With this issuance, Secretary's Memorandum No. 1769, Revised, dated March 21, 1972, is hereby revised.



Secretary of Agriculture

Earl L. Butz

(b) The Administrator of the Food and Nutrition Service shall supply the necessary staff and facilities for the operation of the program.

Personnel from the Statistical Reporting Service shall, upon request, consult with and supply data for, these committees.

4. Utilization of Facilities. Estimates of the number of committees shall be made in (a) a number of studies and (b) the development, administration, and evaluation of programs. The projection with the approval of the Director of Agricultural Research shall become the official estimate of the Department and shall serve as the basis for published estimates. Material provided for the purpose, and testimony before the Congressional committees.

5. Utilization of Committees. Requests for committee assistance shall be routed through the Administrator, ARS, or the Administrator, NRS, which ever agency provides the committee chairman. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary. This in no way restricts the formation of special study groups or performance of the duties of any agency of the Department associated with its assigned responsibilities.

6. Prior Review Required. With this issuance, Secretary's Memorandum No. 126, Revised, dated March 21, 1952, is hereby revised.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

February 16, 1978

SECRETARY'S MEMORANDUM NO. 1769, Revised

Interagency Commodity Estimates Committees

1. Departmental Committees. There is a continuing need for consistent, timely estimates and projections of basic data regarding commodity supply, utilization, prices and program effects to be used on a Departmentwide basis for program planning and budgeting purposes and for evaluating and administering present or proposed programs. In response to this need and the necessity for objectivity in the estimates and projections, this Memorandum authorizes establishment of Departmental committees for agricultural commodities.
2. Organization. (a) The Director of Economics, Policy Analysis and Budget shall establish commodity estimates committees for CCC price supported commodities and major products thereof and for commodities where a need for such a committee has been identified. Commodity estimates committees shall be composed of one member from each of the following agencies of the Department: World Food and Agricultural Outlook and Situation Board; Economics, Statistics and Cooperatives Service; Agricultural Stabilization and Conservation Service; Foreign Agricultural Service and Office of the General Sales Manager. Additional membership from other agencies may be requested by the committee chairman. Each committee shall be chaired by the WFAOSB member or a person designated by the WFAOSB. The chairman shall also act as the secretary of the committee. A representative of the Office of Budget, Planning and Evaluation will attend all committee meetings as an observer.

(b) Committee procedure: The chairman of each committee, under the direction of the chairman of the WFAOSB, shall call meetings of his committee and, to the extent possible, provide members and observers with at least two days notice of committee meetings. He shall inform committee members and observers of the agenda, making available or requesting background data and other relevant materials previously prepared by the designated agencies for review by the committee. The chairman is empowered to appoint subcommittees.
3. Duties. (a) The interagency committees, under the direction of the WFAOSB, will bring together estimates and supporting analyses from participating agencies and develop official estimates of supply, utilization, and prices for commodities including the effects of new program proposals on acreage, yield, production, imports, domestic utilization, price,

COMMITTEES (Commodity Estimates, Interagency)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

Interagency Committee on Agricultural Economics

1. General Purpose. There is a continuing need for statistical data on agricultural production, distribution, and consumption. The Department of Agriculture is the principal source of such data, but it is necessary to coordinate the efforts of other Federal agencies in the collection and analysis of such data. This committee is established to coordinate the efforts of the various Federal agencies in the collection and analysis of statistical data on agricultural production, distribution, and consumption.

2. Organization. The committee shall be composed of representatives of the various Federal agencies concerned with the collection and analysis of statistical data on agricultural production, distribution, and consumption. The committee shall be organized into subcommittees to deal with specific aspects of the problem. The subcommittees shall be composed of representatives of the various Federal agencies concerned with the collection and analysis of statistical data on agricultural production, distribution, and consumption. The committee shall meet at least once a year, and shall report to the Secretary of Agriculture. The committee shall also have the right to call upon any Federal agency for information and assistance in the collection and analysis of statistical data on agricultural production, distribution, and consumption.

(a) Committee Procedures. The chairman of each committee, under the direction of the chairman of the committee, shall call meetings of the committee and, to the extent possible, provide members of the committee with at least two days notice of committee meetings. He shall inform committee members and observers of the progress of the committee's work, including the collection and analysis of statistical data on agricultural production, distribution, and consumption. The chairman shall also have the right to call upon any Federal agency for information and assistance in the collection and analysis of statistical data on agricultural production, distribution, and consumption.

3. Other Matters. The Interagency Committee on Agricultural Economics, under the direction of the Secretary of Agriculture, shall have the right to call upon any Federal agency for information and assistance in the collection and analysis of statistical data on agricultural production, distribution, and consumption. The committee shall also have the right to call upon any Federal agency for information and assistance in the collection and analysis of statistical data on agricultural production, distribution, and consumption.

income support programs, carryover, exports and availabilities for export. Meetings shall be held as needed for developing current situation and outlook appraisals, budget estimates, analyzing program changes, evaluating the effects of crop reports and other purposes.

(b) The following officials within the Department shall perform the duties and have the responsibilities as set forth below:

(1) The World Food and Agricultural Outlook and Situation Board under the general supervision of the Director of Economics, Policy Analysis and Budget has been delegated the authority to coordinate and review all crop and commodity data used to develop outlook and situation material within the Department of Agriculture. The Board shall oversee and clear for consistency of analytical assumption and results, all estimates and analyses which significantly relate to international and domestic commodities supply and demand. Therefore, proposed decisions made by the commodity estimates committees shall be reviewed and revised if necessary by the Board prior to any release outside the Department. The Board shall ensure that committee members have the basic assumptions, background data and other relevant data regarding the overall economy and market prospects for specific commodities.

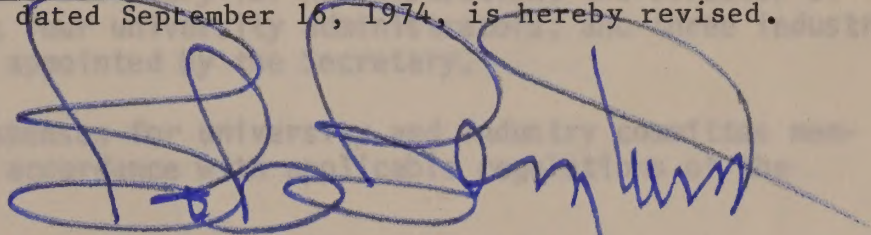
(2) The Administrator of Economics, Statistics and Cooperatives Service shall provide data, estimates and supporting economic analyses relating to U.S. acreage, yield, production, utilization, trade, supply and price for each commodity for the consideration of the commodity estimates committees. The ESCS will identify and analyze agricultural developments in countries and regions which have an impact upon commodity estimates. The ESCS will also be responsible for supplying the commodity estimates committees with assessments of the impacts of proposed program changes.

(3) The Administrator of the Foreign Agricultural Service shall provide data, estimates and supporting analyses relating to world acreage, yield, production, utilization, trade, supply and price for each commodity for the consideration of the commodity estimates committees. The FAS will also be responsible for supplying the commodity estimates committees with assessments of the impact of proposed program changes.

(4) The Administrator of the Agricultural Stabilization and Conservation Service shall provide data, estimates and supporting analyses relating to policy variables and the quantities and value of each commodity placed under price support, repayments, acquisitions and dispositions under existing and proposed programs, including program exports of tobacco, peanuts, tung oil and gum naval stores for consideration of the commodity estimates committees. The ASCS will also supply the commodity estimates committees with assessments of the impacts of proposed program changes.

(5) The General Sales Manager shall provide the commodity estimates committees, for their consideration, with estimates of total exports programmed under P.L. 480 and other export programs administered by the Department of Agriculture.

4. Utilization of Estimates. Estimates of these interagency committees shall be used in (a) development of budgets and (b) the development, administration, and evaluation of programs. The projections with the approval of the World Board shall become the official estimates of the Department and shall serve as the basis for published situation and outlook statements, material provided the Congress, and testimony before Congressional committees.
5. Utilization of Committees. Requests for committee assistance shall be routed through the Chairman of the World Board. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary. This in no way restricts the formation of special study groups or performance of the duties of any agency of the Department associated with its assigned responsibilities.
6. Prior Memorandum Revised. With this issuance, Secretary's Memorandum No. 1769, Revised, dated September 16, 1974, is hereby revised.



Secretary of Agriculture

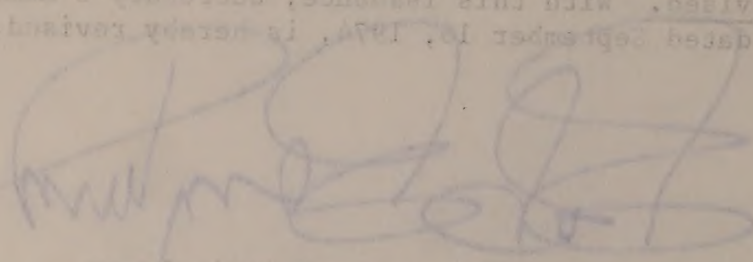
(A) The Administrator of the Agricultural Stabilization and Conservation Service shall provide data, estimates and supporting analyses relating to policy variables and the quantities and value of each commodity placed under price support, repayments, acquisitions and dispositions under existing and proposed programs, including program exports of tobacco, peanuts, tung oil and gum, naval stores for consideration of the commodity estimates committees. The ASCS will also supply the commodity estimates committees with assessments of the impacts of proposed program changes.

(B) The General Sales Manager shall provide the commodity estimates committees, for their consideration, with estimates of total exports programmed under P.L. 480 and other export programs administered by the Department of Agriculture.

4. Utilization of Estimates. Estimates of those interagency committees shall be used in (a) development of budgets and (b) the development, administration, and evaluation of programs. The projections with the approval of the World Board shall become the official estimates of the Department and shall serve as the basis for published situation and outlook statements, material provided the Congress, and testimony before Congressional committees.

5. Utilization of Committees. Requests for committee assistance shall be routed through the Chairman of the World Board. Such requests may be initiated by an agency head within the Department, or by the Office of the Secretary. This in no way restricts the formation of special study groups or performance of the duties of any agency of the Department associated with its assigned responsibilities.

6. Prior Memorandum Revised. With this issuance, Secretary's Memorandum No. 1709, Revised, dated September 10, 1974, is hereby revised.



Secretary of Agriculture



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

March 15, 1972.

SECRETARY'S MEMORANDUM NO. 1770

Research Facilities Planning

Planning for agricultural research facilities needed in the future is essential to the development of efficient and effective agricultural research programs serving high priority needs. Due to the close relationships between Federal and State agricultural research programs and the facility needs of each, such planning is most effective if conducted jointly and cooperatively among the States and the Department of Agriculture. Detailed joint planning of research programs and facilities is provided for through the National Agricultural Research Policy Advisory Committee and related planning systems. To strengthen the joint planning for agricultural research facilities, there is hereby established an Agricultural Research Facilities Review Task Force to review Federal support of facilities for agricultural research.

In making this review, the Task Force will consider the long-range needs of agricultural research programs, the capacity of existing facilities to meet these needs, the problem areas for which additional facilities are needed, the magnitude of the additional needs, the regional distribution of the additional facilities, and criteria for determining whether the facilities would be university or Federally owned.

The Task Force should report its findings by December 1, 1972, and shall then be terminated.

The membership of the Task Force shall consist of the Under Secretary, Chairman; the Assistant Secretary for Administration; the Director of Science and Education; four university administrators; and three industry representatives to be appointed by the Secretary.

Travel and per diem expenses for university and industry committee members are available in accordance with applicable regulations of the Department.

Earl L. Butz

COMMITTEES *(Agricultural Research Facilities Review)*

March 14, 1972

SECRETARY'S OFFICE

Research Facilities Planning

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Travel and per diem expenses for university and industry committee members are available in accordance with applicable regulations of the Department.

Handwritten signature

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

May 2, 1972.

SECRETARY'S MEMORANDUM NO. 1770 (Revised)

Research Facilities Planning

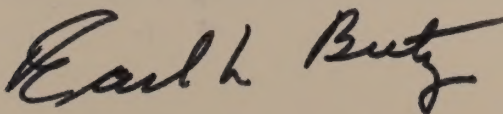
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Travel and per diem expenses for university and industry committee members are available in accordance with applicable regulations of the Department.



Earl L. Butz
Secretary

COMMITTEES (Agricultural Research Facilities Review)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

May 2, 1972

SECRETARY'S MEMORANDUM NO. 1770 (Revised)

Research Facilities Planning

Planning for agricultural research facilities needed in the future is essential to the development of efficient and effective agricultural research programs serving high priority needs. Due to the close relationships between Federal and State agricultural research programs and the facility needs of each, such planning is most effective if conducted jointly and cooperatively among the States and the Department of Agriculture. Detailed joint planning of research programs and facilities is provided for through the National Agricultural Research Policy Advisory Committee and related planning systems. To strengthen the joint planning for agricultural research facilities, there is hereby established an Agricultural Research Facilities Review Task Force to review Federal support of facilities for agricultural research.

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The Task Force should report its findings by December 1, 1972, and shall then be terminated.

The membership of the Task Force shall consist of the Under Secretary, Chairman; the Assistant Secretary for Administration; the Director of Science and Education; five university administrators; and three industry representatives to be appointed by the Secretary.

Travel and per diem expenses for university and industry committee members are available in accordance with applicable regulations of the Department.

Earl L. Butts
Secretary

COMMITTEE ON AGRICULTURAL RESEARCH

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

March 15, 1972.

SECRETARY'S MEMORANDUM NO. 1771

Environmental Safeguards on Activities for Animal Damage
Control on Federal Lands

The President issued Executive Order 11643 on February 8, 1972, directing the Heads of Agencies to take such action as necessary to prevent on any Federal lands under their jurisdiction, or in any Federal program of mammal or bird damage control under their jurisdiction: (1) the field use of any chemical toxicant for the purpose of killing a predatory mammal or bird; or (2) the field use of any chemical toxicant which causes any secondary poisoning effect for the purpose of killing mammals, birds or reptiles.

I am assigning the responsibility for the Departmental implementation of Executive Order 11643 to the Assistant Secretary for Rural Development and Conservation. The Assistant Secretary for Rural Development and Conservation may reassign to the Chief of the Forest Service on a temporary basis such portion of this function as he deems appropriate.

All rules and regulations, pertaining to environmental safeguards on activities for animal damage control on Federal lands, published pursuant to this memorandum by the Assistant Secretary for Rural Development and Conservation, shall be applicable to all agencies of the Department of Agriculture.

Earl L. Butz

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

February 1974

SECRETARY'S MESSAGE NO. 177

Environmental Safeguards on Activities for Animal Health
Control on Veterinary Drugs

The President issued Executive Order 11735 on February 2, 1974, directing the heads of Federal agencies to take such action as may be necessary to prevent on any Federal lands under their jurisdiction, or in any Federal program of control on the use of any chemical substance for the purpose of killing a predator, insect or other animal, the use of any chemical substance which contains any secondary poisonous effect for the purpose of killing mammals, birds or reptiles.

I am assigning the responsibility for the Departmental implementation of Executive Order 11735 to the Assistant Secretary for Animal Development and Conservation. The Assistant Secretary for Animal Development and Conservation has reported to the Chief of the Forest Service on a regulatory basis each portion of this Order as it seems appropriate.

All rules and regulations, pertaining to environmental safeguards on activities for animal health control on Federal lands, published pursuant to this memorandum by the Assistant Secretary for Animal Development and Conservation, shall be published in all appropriate of the Department of Agriculture.

Handwritten signature and initials



UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

March 16, 1972

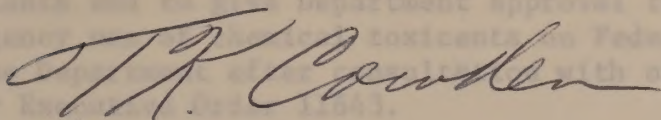
SECRETARY'S MEMORANDUM NO. 1771, SUPPLEMENT 1

Environmental Safeguards on Activities for Animal Damage
Control on Federal Lands

Secretary's Memorandum No. 1771 assigned the responsibility for Departmental implementation of Executive Order 11643 to the Assistant Secretary for Rural Development and Conservation and authorized the Assistant Secretary to reassign to the Chief of the Forest Service such portion of these functions as he deems appropriate.

Under that authority, I hereby assign to the Chief of the Forest Service on a temporary basis all functions assigned to me by Secretary's Memorandum No. 1771.

The Chief of the Forest Service shall be responsible for the coordination of Departmental activities and Inter-Departmental matters related to environmental safeguards on activities for animal damage control on Federal lands under the jurisdiction of the Department of Agriculture. He shall, after consultation with the affected agencies and the Pesticide Use Coordinating Committee, develop and issue such rules and regulations as may be necessary and appropriate to carry out the provisions and policy of Executive Order 11643.



T. K. Cowden
Assistant Secretary

ORGANIZATION

1 (Forest Service)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

March 16, 1972

SECRETARY'S MEMORANDUM NO. 1771, SUPPLEMENT 1

Environmental Safeguards on Activities for Animal Damage
Control on Federal Lands

Secretary's Memorandum No. 1771 assigned the responsibility for Departmental implementation of Executive Order 11643 to the Assistant Secretary for Rural Development and Conservation and authorized the Assistant Secretary to assign to the Chief of the Forest Service such portion of these functions as he deems appropriate.

Under that authority, I hereby assign to the Chief of the Forest Service on a temporary basis all functions assigned to me by Secretary's Memorandum No. 1771.

The Chief of the Forest Service shall be responsible for the coordination of Departmental activities and Inter-Departmental matters related to environmental safeguards on activities for animal damage control on Federal lands under the jurisdiction of the Department of Agriculture. He shall, after consultation with the affected agencies and the Pesticide Use Coordinating Committee, develop and issue such rules and regulations as may be necessary and appropriate to carry out the provisions and policy of Executive Order 11643.


T. E. Cowden
Assistant Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

7-26-72

SECRETARY'S MEMORANDUM NO. 1771, REVISED

Environmental Safeguards on Activities for Animal
Damage Control on Federal Lands

The President issued Executive Order 11643 on February 8, 1972, directing the Heads of Agencies to take such action as necessary to prevent on any Federal lands under their jurisdiction, or in any Federal program of mammal or bird damage control under their jurisdiction: (1) the field use of any chemical toxicant for the purpose of killing a predatory mammal or bird; or (2) the field use of any chemical toxicant which causes any secondary poisoning effect for the purpose of killing mammals, birds or reptiles.

The Executive Order delegates to the Heads of Agencies authority to authorize emergency use on Federal lands under his jurisdiction of a chemical toxicant for the purpose of killing predatory mammals or birds, or of a chemical toxicant which causes a secondary poisoning effect for the purpose of killing other mammals, birds or reptiles, after making a written finding in each case, and after consultation with Secretaries of Interior, Agriculture and Health, Education and Welfare and the Administrator of Environmental Protection Agency.

The authority is hereby delegated to the Director of Science and Education, who may redelegate to the Chairman of the Department Pesticide Committee, to (1) consult with other Federal agencies on their emergency use of chemical toxicants and to give Department approval to such uses and (2) approve emergency use of chemical toxicants on Federal lands under the jurisdiction of the Department after consultation with other Federal agencies as provided under Executive Order 11643.

I am assigning the responsibility for developing Departmental regulations and procedures of Executive Order 11643 to the Assistant Secretary for Rural Development and Conservation. The Assistant Secretary for Rural Development and Conservation may reassign to the Chief of the Forest Service on a temporary basis such portion of this function as he deems appropriate.

ORGANIZATION

1 (Forest Service)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

7-22-52

SECRETARY'S MEMORANDUM NO. 1771, NEWARK

Environmental Safeguards on Aerial Use for Animal
Disease Control on Federal Lands

The President issued Executive Order 11653 on February 8, 1952, directing the heads of agencies to take such action as necessary to prevent on any Federal lands under their jurisdiction, or in any Federal program of animal or bird disease control under their jurisdiction: (1) the use of any chemical substance for the purpose of killing a pest which would or (2) the use of any chemical substance which causes or secondarily poisoning effect for the purpose of killing animals, birds or reptiles.

The Executive Order delegates to the heads of agencies authority to authorize emergency use on Federal lands under his jurisdiction of a chemical substance for the purpose of killing pestiferous animals or birds, or of a chemical substance which causes a secondarily poisoning effect for the purpose of killing other animals, birds or reptiles, when making a written finding in each case, and after consultation with the Director, Agricultural and Health, Education and Welfare and the Administrator of Environmental Protection Agency.

The authority is hereby delegated to the Director of Wildlife and Game, who may designate to the Chairman of the Department Federal Game Committee, or (1) consult with other Federal agencies on their emergency use of chemical substances and to give independent approval or such use and (2) approve emergency use of chemical substances on Federal lands under his jurisdiction of the Department after consultation with other Federal agencies as provided under Executive Order 11653.

I am assigning the responsibility for developing Departmental regulations and procedures of Executive Order 11653 to the Assistant Secretary for Land Development and Conservation. The Assistant Secretary for Land Development and Conservation may transmit to the Chief of the Forest Service as a temporary basis such portion of this function as he deems appropriate.

ORGANIZATION 1 (1-1-52)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

2.

All rules and regulations, pertaining to environmental safeguards on activities for animal damage control on Federal lands, published pursuant to this memorandum by the Assistant Secretary for Rural Development and Conservation, shall be applicable to all agencies of the Department of Agriculture.

This memorandum cancels and supercedes Secretary's Memorandum No. 1771 dated March 15, 1972.

Earl L. Butz

Secretary's Memorandum No. 1771, Revised, assigned the responsibility for developing Departmental regulations and procedures under Executive Order 11642 to the Assistant Secretary for Rural Development and Conservation and authorized the Assistant Secretary to assign to the Chief of the Forest Service such portion of these functions as he deems appropriate.

Under that authority, I hereby assign to the Chief of the Forest Service the function of developing Departmental regulations and procedures assigned to me by Secretary's Memorandum No. 1771, Revised.

The Chief of the Forest Service Staff, after consultation with the affected agencies and the Departmental Policies Committee, develop, for my concurrence, such regulations and procedures as may be necessary and appropriate to carry out the provisions and policy of Executive Order 11642.

This memorandum cancels and supercedes Secretary's Memorandum No. 1771, Supplement 1 dated March 16, 1972.

[Signature]
T. M. CORDEN
Assistant Secretary for Rural
Development and Conservation

cc: All-Dept.
cc: Bureau of Land Management
cc: Bureau of Reclamation
cc: Forest Service
cc: Wildlife Service

All rules and regulations, pertaining to environmental standards on activities for animal damage control on Federal lands, published pursuant to this memorandum by the Assistant Secretary for Rural Development and Conservation, shall be applicable to all agencies of the Department of Agriculture.

This memorandum concerns and supersedes Secretary's Memorandum No. 1571 dated March 12, 1972.

Paul L. Butz

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 27, 1972

SECRETARY'S MEMORANDUM NO. 1771, REVISED, SUPPLEMENT 1

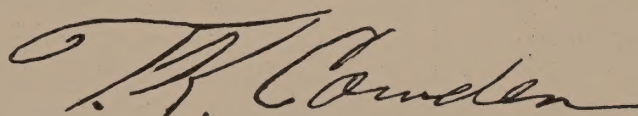
Environmental Safeguards on Activities for Animal
Damage Control on Federal Lands

Secretary's Memorandum No. 1771, Revised, assigned the responsibility for developing Departmental regulations and procedures under Executive Order 11643 to the Assistant Secretary for Rural Development and Conservation and authorized the Assistant Secretary to reassign to the Chief of the Forest Service such portion of these functions as he deems appropriate.

Under that authority, I hereby assign to the Chief of the Forest Service the function of developing Departmental regulations and procedures assigned to me by Secretary's Memorandum No. 1771, Revised.

The Chief of the Forest Service shall, after consultation with the affected agencies and the Department Pesticide Committee, develop, for my issuance, such regulations and procedures as may be necessary and appropriate to carry out the provisions and policy of Executive Order 11643.

This memorandum cancels and supersedes Secretary's Memorandum No. 1771, Supplement 1 dated March 16, 1972.



T. K. COWDEN
Assistant Secretary for Rural
Development and Conservation

ERS ESA-Head
Agricultural History
Historical Services
144, 500 12th St.

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

June 15, 1971

SECRETARY'S MEMORANDUM NO. 1771, REVISED, SUPPLEMENT 1

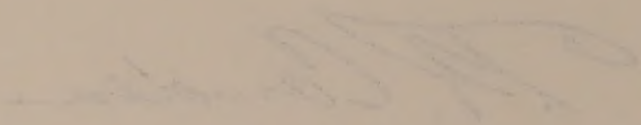
Emergency and National Security in Agriculture and Animal
Industry Control on Federal Lands

Secretary's Memorandum No. 1771, Revised, assigned the responsibility for developing emergency and national security in agriculture and animal industry control on Federal lands to the Assistant Secretary for Federal Lands Management and Control. Order 1765 is the Assistant Secretary's response to the Department's request and authorized the Assistant Secretary to develop the plan of the Forest Service and other agencies of the Department to be the basis for the plan.

Under that authority, I hereby assign to the Chief of the Forest Service the responsibility for developing the plan of the Forest Service and other agencies of the Department to be the basis for the plan. I grant to the Secretary's Memorandum No. 1771, Revised.

The Chief of the Forest Service shall, after consultation with the Assistant Secretary and the Department of the Interior, develop the plan for emergency and national security in agriculture and animal industry control on Federal lands and report the plan to the Secretary. Order 1765.

This memorandum carries a "no further action" recommendation. No. 1771, Supplement 1 dated March 16, 1971.



T. A. CONRAD
Assistant Secretary for Federal Lands
Management and Control

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

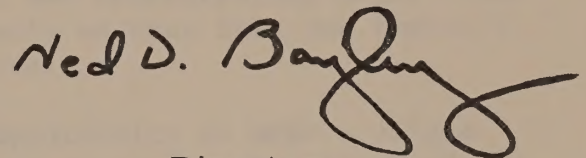
July 31, 1972

SECRETARY'S MEMORANDUM NO. 1771, REVISED
SUPPLEMENT 2

Environmental Safeguards on Activities for Animal
Damage Control on Federal Lands

Secretary's Memorandum No. 1771, Revised, delegated with redelegation power the authority to (1) consult with other Federal agencies on their emergency use of chemical toxicants and to give Department approval to such uses, and (2) approve emergency use of chemical toxicants on Federal lands under the jurisdiction of the Department after consultation with other Federal agencies as provided under Executive Order 11643.

Under that authority, I hereby redelegate to the Chairman of the Department Pesticide Committee the authority delegated to me by Secretary's Memorandum No. 1771, Revised.

A handwritten signature in dark ink, appearing to read "Ned D. Bayler". The signature is fluid and cursive, with a large, sweeping loop at the end.

Director
Science and Education

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

July 31, 1971

SECRETARY'S MEMORANDUM NO. 771, REVISED
SUPPLEMENT 2

Environmental Stipulations on Reclamation for Animals
Damage Control on Federal Lands

Secretary's Memorandum No. 771, Revised, designated with Federal Order 11644 the authority to (1) consult with other Federal agencies on their emergency use of Federal lands and to give Government approval to such use, and (2) require emergency use of Federal lands on Federal lands under the jurisdiction of the Department after consultation with other Federal agencies as provided under Executive Order 11644.

Under that authority, I hereby designate to the Chairman of the Department Wildlife Committee the authority delegated to me by Secretary's Memorandum No. 771, Revised.

Director
Science and Education



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

March 20, 1972.

SECRETARY'S MEMORANDUM NO. 1772

Federal Executive Boards

The Federal Executive Boards were increased from fifteen to twenty-five by President Nixon on August 13, 1969. The list of USDA representatives on the Federal Executive Boards is on the reverse hereof.

Last year Federal Executive Boards were strengthened by providing each Board with a full-time Executive Assistant and a secretary. The Department supplies these personnel to the Philadelphia and Seattle Federal Executive Boards. Other Federal agencies provide the same staff to the other FEBS.

In the past FEBS have moved increasingly toward assuring better implementation of Government-wide priorities in such areas as equal employment, support for minority business enterprises, and management improvement. The Boards are now focusing on special areas of high Presidential concern. In his January 19, 1972, memorandum to the Director, Office of Management and Budget, the President said:

"Few problems demand solutions more urgently than those relating to environmental quality and consumer protection. It is therefore most appropriate that the Boards are now concentrating major attention on these themes. I wholeheartedly endorse this new emphasis and look forward to seeing the results.

"Federal Executive Boards have the opportunity to make a unique contribution toward achieving the most important objectives of the Government. We simply must be able to work more responsively and effectively at the local level. We must also improve the coordination of the various Federal agencies since our most serious problems increasingly cut across the jurisdictional lines of Government agencies. With strengthened support and enhanced responsibilities, Federal Executive Boards can definitely become more valuable to their communities. For this reason, I offer the Federal Executive Boards my strong personal support."

I add my strong approval of and full support to the Federal Executive Boards. I expect all Department officials to support them and their activities.

COMMITTEES (*Board, Federal Executive*)



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

March 20, 1952

SECRETARY'S MEMORANDUM NO. 177

Federal Executive Boards

The Federal Executive Boards were authorized from fifteen to twenty-five by President Nixon on August 11, 1950. The list of WMA representatives on the Federal Executive Boards is on the reverse hereto.

Last year Federal Executive Boards were strengthened by providing each Board with a full-time Executive Assistant and a secretary. The Department supplies these personnel to the Philadelphia and Seattle Federal Executive Boards. Other Federal agencies provide the same staff to the other Boards.

In the past year have moved increasingly toward securing better implementation of Governmental policies in such areas as equal employment, support for minority business enterprise, and management improvement. The Boards are now focusing on special areas of high Federal interest. In his January 12, 1952, memorandum to the Director, Office of Management and Budget, the President said:

"The problems demand solutions more urgently than those relating to environmental quality and consumer protection. It is therefore most appropriate that the Boards be now concentrating major attention on these themes. I wholeheartedly endorse this new emphasis and look forward to seeing the results."

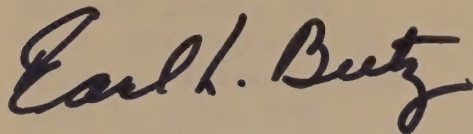
"Federal Executive Boards have the opportunity to make a unique contribution toward achieving the most important objectives of the Government. We simply must be able to work more effectively and efficiently at the local level. We must also remove the confusion of the various Federal agencies since our most serious problems increasingly cut across the jurisdictional lines of Government agencies. With strengthened support and enhanced responsibility, Federal Executive Boards can definitely become more valuable to their communities. For this reason, I order the Federal Executive Boards my strong personal support."

I add my strong approval of and full support to the Federal Executive Boards. I request all Department officials to support them and their activities.

COMMITTEE

I have designated the Assistant to the Secretary for Intergovernmental Affairs as the Department representative for Federal Executive Board matters.

This Memorandum supersedes Secretary's Memorandums (unnumbered) dated March 6, 1970, and April 28, 1971.

A handwritten signature in dark ink, reading "Earl L. Butz". The signature is written in a cursive, flowing style with a large, prominent "E" and a long, sweeping underline.

EARL L. BUTZ
Secretary

I have enclosed the material to the Secretary for Information
relative to the proposed representative for Federal Reserve Board
election.

The information suggested for the Secretary's information (unnumbered) is
from C. 107, and April 10, 1937.

Carl L. Duff

Carl L. Duff
Director

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

Federal Executive Boards

USDA Representative and Agency

William D. Hurst, FS
Russell James, FNS
L. F. Whittemore, FNS
Byron S. Peterson, SRS
John L. Cobb, FNS
L. W. Wallin, SRS
George R. Childress, FNS
Arthur L. Kotowski, FNS
Joseph P. Kuykendall, SCS
Merritt D. Burdick, SCS
William R. Hairston, FNS
Fred A. Haughton, Jr., SCS
Don Hodges, C&MS
William T. Dresser, FS
Loren S. Steiner, ARS
L. H. Burkert, C&MS
William J. Parker, SCS
A. P. McLachlan, ASCS
T. Reed McMinn, CEA
C. F. Diehl, C&MS
Ray E. Artz, FNS
Rexford A. Resler, FS
William B. Wood, FHA
Lee Seidell, ASCS
Don R. Campbell, FS

Federal Executive Board City

Albuquerque, New Mexico
Atlanta, Georgia
Baltimore, Maryland
Boston, Massachusetts
Buffalo, New York
Chicago, Illinois
Cincinnati, Ohio
Cleveland, Ohio
Dallas-Ft. Worth, Texas
Denver, Colorado
Detroit, Michigan
Honolulu, Hawaii
Kansas City, Missouri
Los Angeles, California
Miami, Florida
Minneapolis-St. Paul, Minnesota
Newark, New Jersey
New Orleans, Louisiana
New York, New York
Philadelphia, Pennsylvania
Pittsburgh, Pennsylvania
Portland, Oregon
St. Louis, Missouri
San Francisco, California
Seattle, Washington

Scope. Specific areas of food and nutrition research to be considered by this Committee include the following:

1. Nutrient requirements and interrelationships in man.
2. Biological availability and safe levels of intake in man.
3. Composition and nutritive value of foods.
4. Food consumption and nutrient intakes.
5. Food production as related to nutritive value and naturally occurring toxicants.

Federal Executive Boards

Federal Executive Board City

Albuquerque, New Mexico
 Atlanta, Georgia
 Baltimore, Maryland
 Boston, Massachusetts
 Buffalo, New York
 Chicago, Illinois
 Cincinnati, Ohio
 Cleveland, Ohio
 Dallas-Ft. Worth, Texas
 Denver, Colorado
 Detroit, Michigan
 Honolulu, Hawaii
 Kansas City, Missouri
 Los Angeles, California
 Miami, Florida
 Minneapolis-St. Paul, Minnesota
 Newark, New Jersey
 New Orleans, Louisiana
 New York, New York
 Philadelphia, Pennsylvania
 Pittsburgh, Pennsylvania
 Portland, Oregon
 St. Louis, Missouri
 San Francisco, California
 Seattle, Washington

USDA Representative and Agency

William D. Hurst, AS
 Russell James, TNS
 J. T. Whittemore, TNS
 Byron S. Peterson, STS
 John L. Cobb, TNS
 J. W. Wallin, SRS
 George R. Childress, TNS
 Arthur L. Kowalski, TNS
 Joseph P. Kuykendall, SCS
 Merritt D. Burdick, SCS
 William R. Harrison, TNS
 Fred A. Haughton, Jr., SCS
 Don Hodges, CEMS
 William T. Dresser, FS
 Loren S. Steiner, AS
 L. H. Burkert, CEMS
 William J. Parker, SCS
 A. P. McLachlan, ASOS
 T. Reed McManis, CEA
 C. F. Diehl, CEMS
 Ray E. Arce, TNS
 Rexford A. Reaser, FS
 William E. Wood, TNA
 Lee Seibell, ASOS
 Don R. Campbell, FS

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

March 20, 1972.

SECRETARY'S MEMORANDUM NO. 1773

Committee on Food and Nutrition Research

This memorandum establishes the Committee on Food and Nutrition Research in order to facilitate the discharge of the Department's responsibilities with respect to food and human nutrition.

Functions. The functions of the Committee include the following:

1. To act as a focal point on matters related to food and nutrition research that are of concern to more than one agency of the Department.
2. To assure close working relationships and coordination of activities among Departmental groups concerned with food and nutrition research and those involved in the nutritional aspects of other programs such as school lunch; food distribution; food stamps; and food production, processing, and marketing.
3. To appraise the nutritional implications of current Departmental and related programs, identify research needs, and recommend appropriate food and nutrition research programs.
4. To maintain liaison with other groups or agencies concerned with research or related programs in human nutrition, including the Food and Nutrition Board of the National Research Council.

Scope. Specific areas of food and nutrition research to be considered by this Committee include the following:

1. Nutrient requirements and interrelationships in man.
2. Biological availability and safe levels of intake in man.
3. Composition and nutritive value of foods.
4. Food consumption and nutrient intakes.
5. Food production as related to nutritive value and naturally occurring toxicants.

COMMITTEES

(Food and Nutrition Research)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

March 20, 1942

SECRETARY'S MEMORANDUM NO. 1773

Committee on Food and Nutrition Research

This memorandum establishes the Committee on Food and Nutrition Research in order to facilitate the discharge of the Department's responsibilities with respect to food and human nutrition.

Functions. The functions of the Committee include the following:

1. To act as a focal point on matters related to food and nutrition research that are of concern to more than one agency of the Department.
 2. To assure close working relationships and coordination of activities among Departmental groups concerned with food and nutrition research and those involved in the nutritional aspects of other programs such as school lunch; food distribution; food stamps; and food production, processing, and marketing.
 3. To appraise the nutritional implications of current Departmental and related programs, identify research needs, and recommend appropriate food and nutrition research programs.
 4. To maintain liaison with other groups or agencies concerned with research or related programs in human nutrition, including the Food and Nutrition Board of the National Research Council.
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1. Nutrient requirements and interrelationships in man.
2. Biological availability and safe levels of intake in man.
3. Composition and nutritive value of foods.
4. Food consumption and nutrient intakes.
5. Food production as related to nutritive value and naturally occurring toxicants.

COMMITTEE (Food and Nutrition Research)

6. Storage, processing, distribution, and preparation of foods as related to nutrition value and naturally occurring toxicants.
7. Food economics and marketing.
8. Fortification, modification, and development of new foods.
9. Nutrition education.
10. Effectiveness of public and private food delivery systems as related to food consumption, nutrient intakes and efficiency.

Membership.

The Chairman of the Committee will be from Science and Education, and the Vice Chairman will be from the Agricultural Research Service. Other members of the Committee and alternates shall be designated by the Administrator of each member agency, to participate fully in Committee activities, as follows:

Agricultural Research Service	- Three members
<i>Consumer & Marketing Service</i> Agricultural Marketing Service	- One member
Cooperative State Research Service	- One member
Economic Research Service	- One member
Extension Service	- One member
Food and Nutrition Service	- Three members

Agency representatives shall provide or arrange for information and staff assistance for the Committee as may be needed to deal effectively with activities or reports involving programs and responsibilities of their agencies.

Representatives of other agencies and selected individuals may be invited to attend Committee meetings as deemed appropriate by the Chairman.

The Committee will meet once a month or at the discretion of the Chairman.

All recommendations, reports, or other actions of the Committee will be submitted to the Secretary through the Director of Science and Education.

Earl H. Butz

6. Storage, processing, distribution, and preparation of foods as related to nutrition value and naturally occurring toxicants.
7. Food economics and marketing.
8. Fortification, modification, and development of new foods.
9. Nutrition education.
10. Effectiveness of public and private food delivery systems as related to food consumption, nutrient intakes and efficiency.

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The Chairman of the Committee will be from Science and Education, and the Vice Chairman will be from the Agricultural Research Service. Other members of the Committee and alternates shall be designated by the Administrator of each member agency, to participate fully in Committee activities, as follows:

- | | |
|-----------------|------------------------------------|
| - Three members | Agricultural Research Service |
| - One member | Agricultural Marketing Service |
| - One member | Cooperative State Research Service |
| - One member | Economic Research Service |
| - One member | Extension Service |
| - Three members | Food and Nutrition Service |

Agency representatives shall provide or arrange for information and staff assistance for the Committee as may be needed to deal effectively with activities or reports involving programs and responsibilities of their agencies.

Representatives of other agencies and selected individuals may be invited to attend Committee meetings as deemed appropriate by the Chairman. The Committee will meet once a month or at the discretion of the Chairman.

All recommendations, reports, or other actions of the Committee will be submitted to the Secretary through the Director of Science and Education.

Paul H. Gutz

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary

Washington, D.C. 20250

October 18, 1973..

SECRETARY'S MEMORANDUM NO. 1773, REVISED

Committee on Food and Nutrition Research

This memorandum continues the Committee on Food and Nutrition Research in order to facilitate the discharge of the Department's responsibilities with respect to food and human nutrition.

Functions. The functions of the Committee include the following:

1. To act as a focal point on matters related to food and nutrition research that are of concern to more than one agency of the Department.
2. To assure close working relationships and coordination of activities among groups in the Department concerned with food and nutrition research and those involved in the nutritional aspects of other programs such as school lunch; food distribution; food stamps; and food production, processing, and marketing.
3. To appraise the nutritional implications of current Department and related programs, identify research needs, and recommend appropriate food and nutrition research programs.
4. To maintain liaison with other groups or agencies concerned with research or related programs in human nutrition, including the Food and Nutrition Board of the National Research Council.

Scope. Specific areas of food and nutrition research to be considered by this Committee include the following:

1. Nutrient requirements and interrelationships in man.
2. Biological availability and safe levels of intake in man.
3. Composition and nutritive value of foods.
4. Food consumption and nutrient intakes.
5. Food production as related to nutritive value and naturally occurring toxicants.

COMMITTEES

Food and Nutrition Research

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

October 18, 1973

MEMORANDUM FOR THE SECRETARY, AGRICULTURE
NO. 1113, REVISED

Committee on Food and Nutrition Research

This memorandum contains the Committee on Food and Nutrition Research in order to facilitate the discharge of the Department's responsibilities with respect to food and human nutrition.

Functions. The functions of the Committee include the following:

1. To act as a focal point on matters related to food and nutrition research that are of concern to more than one agency of the Department.
2. To ensure close working relationships and coordination of activities among groups in the Department concerned with food and nutrition research and those involved in the nutritional aspects of other programs such as school lunch; food distribution; food stamps; and food production, processing, and marketing.
3. To appraise the nutritional implications of current Department and related programs, identify research needs, and recommend appropriate food and nutrition research programs.
4. To maintain liaison with other groups or agencies concerned with research or related programs in human nutrition, including the Food and Nutrition Board of the National Research Council.

Scope. Specific areas of food and nutrition research to be considered by this Committee include the following:

1. Nutrient requirements and interrelationships in man.
2. Metabolic availability and safe levels of intake in man.
3. Composition and nutritive value of foods.
4. Food consumption and nutrient intakes.
5. Food production as related to nutritive value and naturally occurring toxicants.

COMMITTEE ON FOOD AND NUTRITION RESEARCH

6. Storage, processing, distribution, and preparation of foods as related to nutrition value and naturally occurring toxicants.
7. Food economics and marketing.
8. Fortification, modification, and development of new foods.
9. Nutrition education.
10. Effectiveness of public and private food delivery systems as related to food consumption, nutrient intakes and efficiency.

Membership.

The Chairman of the Committee will be the Deputy Assistant Secretary for Conservation, Research and Education. An Executive Secretary will be appointed from the Agricultural Research Service. Other members of the Committee and alternates will be designated by the Administrator of each member agency, to participate fully in Committee activities, as follows:

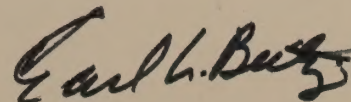
Agricultural Research Service	- Three members
Agricultural Marketing Service	- One member
Cooperative State Research Service	- One member
Economic Research Service	- One member
Extension Service	- One member
Food and Nutrition Service	- Three members

Agency representatives will provide or arrange for information and staff assistance for the Committee as may be needed to deal effectively with activities or reports involving programs and responsibilities of their agencies.

The Executive Secretary will arrange for and preside at meetings as authorized by the Chairman. The Executive Secretary will arrange for regular staff support for the Committee from ARS.

The Committee will meet quarterly or more frequently upon call of the Chairman or the Executive Secretary.

All recommendations, reports, or other actions of the Committee will be submitted to the Secretary through the Assistant Secretary for Conservation, Research and Education.



Secretary of Agriculture

6. Storage, processing, distribution, and preparation of foods as related to nutritive value and naturally occurring toxicants.
7. Food economics and marketing.
8. Fortification, modification, and development of new foods.
9. Nutrition education.
10. Effectiveness of public and private food delivery systems as related to food consumption, nutrient intake and efficiency.

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- Three members	Agricultural Research Service
- One member	Agricultural Marketing Service
- One member	Cooperative State Research Service
- One member	Economic Research Service
- One member	Extension Service
- Three members	Food and Nutrition Service

Agency representatives will provide or arrange for information and staff assistance for the Committee as may be needed to deal effectively with activities or reports involving programs and responsibilities of their agencies.

The Executive Secretary will arrange for and preside at meetings as authorized by the Chairman. The Executive Secretary will arrange for regular staff support for the Committee from ARS.

The Committee will meet quarterly or more frequently upon call of the Chairman or the Executive Secretary.

All recommendations, reports, or other actions of the Committee will be submitted to the Secretary through the Assistant Secretary for Conservation, Research and Education.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

March 21, 1972.

SECRETARY'S MEMORANDUM NO. 1774

Use of Off-Road Vehicles on the Public Lands

The President issued Executive Order 11644 on February 8, 1972, for the purpose of establishing policies and procedures that will ensure that the use of off-road vehicles on public lands will be controlled and directed so as to protect the resources of those lands, to promote the safety of all users of those lands, and to minimize conflicts among the various uses of those lands.

Assistant Secretaries and Directors responsible for public land management shall within the time limits specified in the Executive Order develop and publish rules and regulations necessary to ensure the full implementation of the Order. Adequate opportunity shall be afforded for public participation in the promulgation of the rules and regulations, including those concerning the designation of areas and trails.

I am assigning to the Assistant Secretary for Rural Development and Conservation the responsibility for Departmental coordination and Inter-Departmental liaison for matters related to the use of off-road vehicles on public lands under the jurisdiction of the Department of Agriculture. The Assistant Secretary for Rural Development and Conservation may reassign to the Chief of the Forest Service on a temporary basis such portion of these functions as he deems appropriate.

Earl L. Butz

VEHICLES

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

March 21, 1972

SECRETARY'S MEMORANDUM NO. 1774

Use of Off-Road Vehicles on the Public Lands

The President issued Executive Order 11644 on February 8, 1972, for the purpose of establishing policies and procedures that will ensure that the use of off-road vehicles on public lands will be controlled and directed so as to protect the resources of those lands, to promote the safety of all users of those lands, and to minimize conflicts among the various uses of those lands.

Assistant Secretaries and Directors responsible for public land management shall within the time limits specified in the Executive Order develop and publish rules and regulations necessary to ensure the full implementation of the Order. Adequate opportunity shall be afforded for public participation in the promulgation of the rules and regulations, including those concerning the designation of areas and trails.

I am assigning to the Assistant Secretary for Rural Development and Conservation the responsibility for Departmental coordination and inter-departmental liaison for matters related to the use of off-road vehicles on public lands under the jurisdiction of the Department of Agriculture. The Assistant Secretary for Rural Development and Conservation may reassign to the Chief of the Forest Service on a temporary basis such portion of these functions as he deems appropriate.

Paul J. Butz

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

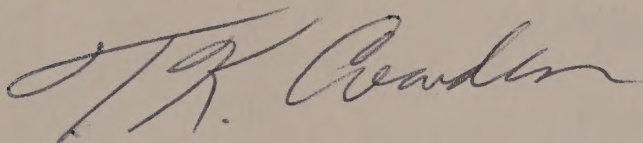
March 21, 1972..

SECRETARY'S MEMORANDUM NO. *1774*, SUPPLEMENT 1

Use of Off-Road Vehicles on the Public Lands

Secretary's Memorandum No. *1774*, assigns to the Assistant Secretary for Rural Development and Conservation the responsibility for Departmental coordination and Inter-Departmental liaison for matters related to the use of off-road vehicles on the public lands under the jurisdiction of the Department of Agriculture, and authorizes the Assistant Secretary for Rural Development and Conservation to reassign to the Chief of the Forest Service such portion of these functions deemed appropriate.

Under that authority, I hereby assign to the Chief of the Forest Service, on a temporary basis, those functions assigned to me by Secretary's Memorandum No. *1774*.



T. K. Cowden
Assistant Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE ASSISTANT
SECRETARY, D.C. 20250

June 1, 1944

MEMORANDUM FOR THE ASSISTANT SECRETARY

Use of Old-Plant Material as the Basis for

Secretary's Memorandum No. 1, dated in the Assistant Secretary's Office, Department of Agriculture, Washington, D.C., June 1, 1944, regarding the use of old-plant material as the basis for the preparation of the Department of Agriculture's annual report, and the use of old-plant material as the basis for the preparation of the Department of Agriculture's annual report, and the use of old-plant material as the basis for the preparation of the Department of Agriculture's annual report.

Under this authority, I hereby advise to the Chief of the Bureau of Plant Industry, Department of Agriculture, that the use of old-plant material as the basis for the preparation of the Department of Agriculture's annual report, and the use of old-plant material as the basis for the preparation of the Department of Agriculture's annual report.



J. E. Davis
Assistant Secretary



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

March 30, 1972.

SECRETARY'S MEMORANDUM NO. 1775

Establishment of Office of Information Systems

In order to better provide for the Department's management information needs and strengthen management of automatic data processing (ADP) resources, the Office of Information Systems is hereby established under the Assistant Secretary for Administration.

1. FUNCTIONS TRANSFERRED

All functions, personnel, and property of the Office of Management Improvement shall be transferred intact to the Office of Information Systems. The Office of Management Improvement is abolished effective with the establishment of the Office of Information Systems.

The responsibility for (1) the procurement of automatic data processing hardware, software, training and related services and supplies, and (2) the telecommunications function related to automatic data processing and computer systems which have been transferred from the Office of Plant and Operations to the Office of Management Improvement are hereby transferred to the Office of Information Systems.

Functions of the Office of Information Systems will include:

- a. Planning, developing, installing and managing a USDA information system, and assisting in the maintenance of such system to satisfy agency needs.
- b. Developing an integrated computer network for use by Department agencies and offices.
- c. Managing the total ADP resources of the Department including the operation of its data processing facilities. These functions will be transferred from the various agencies involved to the Office of Information Systems.
- d. Providing Departmentwide services for the procurement of computer hardware, software and related services.
- e. Administering the Department's management improvement program including assistance to agencies through management studies and such other assistance as will aid in improving the management and operation of the Department's programs.

ORGANIZATION

(Information Systems)



DEPARTMENT OF DEFENSE
OFFICE OF THE SECRETARY
WASHINGTON, D. C.

March 2, 1972

MEMORANDUM FOR THE SECRETARY

Subject: Establishment of Office of Information Systems

In order to better provide for the Department's information needs and to ensure that the Department's information resources are effectively managed, the Office of Information Systems is being established under the Assistant Secretary for Administration.

1. FUNCTIONS TO BE PERFORMED

The functions, powers, and duties of the Office of Information Systems shall be to coordinate, plan, and execute the Department's information systems. The Office of Information Systems is authorized to perform the following functions:

The responsibilities of the Office of Information Systems shall be to coordinate, plan, and execute the Department's information systems. The Office of Information Systems is authorized to perform the following functions:

Functions of the Office of Information Systems will include:

a. Planning, developing, and managing a Departmental information system, and ensuring that the system is fully integrated with the Department's overall system.

b. Developing an integrated network for the Department's information and communications.

c. Managing the total information resources of the Department, including the planning, development, and execution of the Department's information system, and ensuring that the system is fully integrated with the Department's overall system.

d. Providing management services for the Department's information system, including the planning, development, and execution of the Department's information system, and ensuring that the system is fully integrated with the Department's overall system.

e. Establishing the Department's information system, including the planning, development, and execution of the Department's information system, and ensuring that the system is fully integrated with the Department's overall system.

SECRETARY (1/1/72)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary

f. All other functions currently assigned to the Office of Management Improvement.

2. MANAGEMENT SUPPORT ACTIVITIES

Management support services for the Office of Information Systems will be provided by the Office of Management Services.

3. OTHER TRANSFERS

The Assistant Secretary for Administration will make such transfers of funds, personnel, and employment authority, records, property, computer equipment and incidentals necessary to carry out the transfers made in this Memorandum.

Earl L. Butz

In light of the background, I have determined that it should be the policy of the Department of Agriculture to move immediately to develop a unified department-wide accounting system which will provide uniformity of data and meet the requirements of the Comptroller General.

In order to carry out this policy I am directing the Assistant Secretary for Administration, to develop a plan outlining the specific steps necessary to establish such a system. This plan should be presented to me not later than August 7, 1972. All agencies should cooperate fully in this effort.

Earl L. Butz

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

April 6, 1972.

SECRETARY'S MEMORANDUM NO. 1776

Central, Uniform Accounting System

BACKGROUND. There are currently 16 separate accounting systems within the Department servicing USDA agencies other than Government Corporations. Efforts over a period of years to develop and install modern accounting systems have only been partially successful. Many existing systems do not meet accounting requirements set by the Comptroller General. Independent agency action to improve their systems results in delay, expensive duplication of effort and a lack of uniformity of financial data throughout the Department.

POLICY. In light of this background, I have determined that it should be the policy of the Department of Agriculture to move immediately to develop a central Department-wide accounting system which will provide uniformity of data and meet the requirements of the Comptroller General.

ACTION. In order to carry out this policy I am directing the Assistant Secretary for Administration, to develop a plan outlining the specific steps necessary to establish such a system. This plan should be presented to me not later than August 7, 1972. All agencies should cooperate fully in this effort.

Earl Butz

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

April 2, 1972

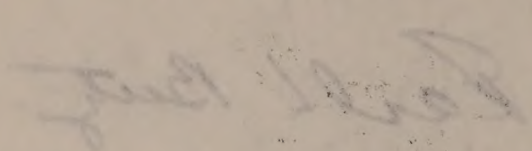
SECRETARY'S MEMORANDUM NO. 177

Central, Uniform Accounting System

BACKGROUND. There are currently 16 separate accounting systems within the Department servicing 16 different agencies other than Government corporations. Efforts over a period of years to develop and install modern accounting systems have only been partially successful. Many existing systems do not meet accounting requirements set by the Comptroller General. Independent agency action to improve their systems results in delay, expensive duplication of effort and a lack of uniformity of financial data throughout the Department.

POLICY. In light of this background, I have determined that it should be the policy of the Department of Agriculture to move immediately to develop a central Department-wide accounting system which will provide uniformity of data and meet the requirements of the Comptroller General.

ACTION. In order to carry out this policy I am directing the Assistant Secretary for Administration, to develop a plan outlining the specific steps necessary to establish such a system. This plan should be presented to me not later than August 7, 1972. All agencies should cooperate fully in this effort.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

April 7, 1972

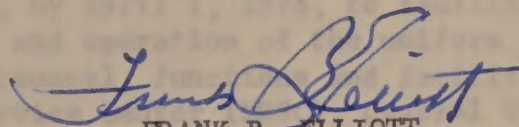
SECRETARY'S MEMORANDUM NO. 1776, SUPPLEMENT NO. 1

Central, Uniform Accounting System

PURPOSE. Secretary's Memorandum No. 1776, dated April 6, 1972, directs me to develop a plan to establish a central Department-wide accounting system which will provide uniformity of data and meet the requirements of the Comptroller General.

I hereby delegate to the Office of Budget and Finance the responsibility for developing a plan which will outline the specific steps necessary to establish such a system. A small interdisciplinary group of highly-qualified individuals from the Office of Budget and Finance, the Office of Information Systems, and some of the larger program agencies of the Department will be assembled to complete this work on a high priority basis.

This plan should be presented to me not later than July 31, 1972.


FRANK B. ELLIOTT
Assistant Secretary
for Administration

ACCOUNTING

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

April 1, 1932

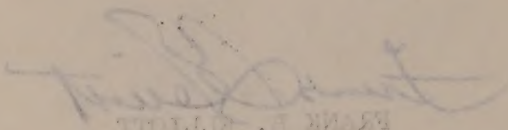
SECRETARY'S MEMORANDUM NO. 772, SUPPLEMENT NO. 1

Central, Uniform Accounting System

Secretary's Memorandum Number 772, dated April 1, 1932, directed me to develop a plan to establish a central department-wide accounting system which will provide uniformity of data and meet the requirements of the Comptroller General.

I hereby delegate to the Office of Budget and Finance the responsibility for developing a plan which will outline the specific steps necessary to establish such a system. A small interdisciplinary group of highly-qualified individuals from the Office of Budget and Finance, the Office of Management Improvement, and some of the larger program agencies of the Department will be assembled to complete this work on a high priority basis.

This plan should be presented to me not later than July 31, 1932.


FRANK B. ROWLETT
Assistant Secretary
for Administration

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

March 1, 1973.

SECRETARY'S MEMORANDUM NO. 1776, SUPPLEMENT NO. 2

Central Uniform Accounting System

PURPOSE. Secretary's Memorandum No. 1776 authorized the establishment of a central uniform accounting system for the Department. This memorandum (1) assigns responsibility for the development and operation of the central system, (2) establishes a USDA National Finance Center to operate the system, (3) initiates other actions to establish the central system, and (4) announces policies concerning further accounting systems improvement efforts by the agencies.

ASSIGNMENT OF RESPONSIBILITY. The Director of the Office of Budget and Finance is responsible for the development, implementation and operation of the central Department-wide accounting system. This work will be initiated promptly.

ACTION. Development and operation of the central system will be conducted in accordance with the following actions:

1. A USDA National Finance Center (NFC) will be established in New Orleans, Louisiana, by April 1, 1973, to facilitate the orderly implementation and operation of the uniform central accounting system. Personnel, functions and facilities of the Management Data Service Center (MDSC), Central Voucher Payment Center (CVPC), and the New Orleans office of the Office of Management Services will be combined into the NFC at that time. As additional segments of the central system are made ready for implementation, they will become integral parts of NFC operations.
2. A development group will be assembled in Washington to prepare accounting systems definitions and specifications including input and output requirements. To the maximum extent feasible, personnel from agencies whose accounting functions are to be centralized will be detailed to the Office of Budget and Finance to participate in the effort.
3. Development of the ADP design and programming of the central system will be carried out by the staff of the Office of Budget and Finance located in New Orleans, Louisiana.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

March 1, 1975

SECRETARY'S MEMORANDUM NO. 1376, SUPPLEMENT NO. 2

Central Uniform Accounting System

PURPOSE. Secretary's Memorandum No. 1376 authorized the establishment of a central uniform accounting system for the Department. This memorandum (1) assigns responsibility for the development and operation of the central system, (2) establishes a USDA National Finance Center to operate the system, (3) initiates other actions to establish the central system, and (4) announces policies concerning further accounting systems improvement efforts by the agencies.

ASSIGNMENT OF RESPONSIBILITY. The Director of the Office of Budget and Finance is responsible for the development, implementation and operation of the central department-wide accounting system. This work will be initiated promptly.

ACTION. Development and operation of the central system will be conducted in accordance with the following actions:

1. A USDA National Finance Center (NFC) will be established in New Orleans, Louisiana, by April 1, 1978, to facilitate the orderly implementation and operation of the uniform central accounting system. Personnel, functions and facilities of the Management Data Service Center (MOSC), Central Voucher Payment Center (CVPC), and the New Orleans office of the Office of Management Services will be combined into the NFC at that time. As additional segments of the central system are made ready for implementation, they will become integral parts of NFC operations.
2. A development group will be assembled in Washington to prepare accounting systems definitions and specifications including input and output requirements. To the maximum extent feasible, personnel from agencies whose accounting functions are to be centralized will be detailed to the Office of Budget and Finance to participate in the effort.
3. Development of the ACP design and programming of the central system will be carried out by the staff of the Office of Budget and Finance located in New Orleans, Louisiana.

4. The process of centralization on a phased basis which started with the MODE system and is proceeding with the implementation of the Central Voucher Payment Center will be continued in the development and implementation of the uniform accounting system. The first major segment, a central billings and collections system, is scheduled for implementation January 1, 1974. Initially, it will provide inputs to existing agency accounting systems in a manner similar to that of the payroll and voucher payment systems.

The target date for implementation of the full central system is January 1, 1975.

AGENCIES' SYSTEMS IMPROVEMENT EFFORTS. Current plans for the establishment of the central system call for segments of certain agency accounting systems to be excluded from centralization at this time. These are the segments involved in accounting for (1) loan programs of the Farmers Home Administration and the Rural Electrification Administration, (2) programs of the Agricultural Stabilization and Conservation Service paid by Commodity Credit Corporation sight drafts, (3) Forest Service Timber Sales, and (4) programs administered by the Food and Nutrition Service. These systems segments would be operated by the respective program agencies on an ancillary basis providing selected data on program transactions to the central system for general ledger maintenance and reporting purposes. The systems of Government Corporations are also excluded from centralization.

Agencies should continue improvement efforts devoted to accounting systems and segments of systems excluded from centralization. All other efforts to develop and implement new accounting systems, or to make major modifications to existing accounting systems should be discontinued.

Modifications of a routine nature needed to facilitate the operation of current accounting systems should take into consideration the Department's plans for centralization. The Department's plans should also be considered by the agencies in staffing existing accounting, fiscal and systems positions.

Agency preparation and submission of systems documentation to the General Accounting Office should not be undertaken without prior consultation with and concurrence by the Office of Budget and Finance.

FINANCING. Compensation and benefit costs of personnel detailed to the Office of Budget and Finance for the system development effort will be borne by their parent agency. Other miscellaneous development costs will be financed through the Department's Working Capital Fund and shared by the agencies in an equitable manner.

4. The process of centralization on a phased basis which started with the MODR system and is proceeding with the implementation of the General Voucher Payment Center will be continued in the development and implementation of the uniform accounting system. The first major segment, a central billings and collections system, is scheduled for implementation January 1, 1974. Initially, it will provide inputs to existing agency accounting systems in a manner similar to that of the payroll and voucher payment systems.

The target date for implementation of the full central system is January 1, 1975.

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FINANCING. Compensation and benefit costs of personnel detailed to the Office of Budget and Finance for the system development effort will be borne by their parent agency. Other miscellaneous development costs will be financed through the Department's Working Capital Fund and shared by the agencies in an equitable manner.

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

3

COOPERATION. Establishment of the central system is a major undertaking. It will require the complete cooperation of personnel at all levels within the Department for success. It is particularly important to the successful completion of this effort that agencies provide personnel of the type and quality required for a job of this magnitude and importance. I am sure that we can accomplish our objective through joint cooperation.

Earl L. Butz

The Director of the Office of Operations and Administration is responsible for the development of central accounting and related systems, and for the supervision in implementing central accounting services for Departmental agencies. The Assistant Secretary for Administration is responsible for development of accounting systems, and for the supervision of conversion, and assuring effectiveness of accounting systems which duplicate central system services.

The Central Accounting System development has proceeded on an accelerated basis, beginning with the central payroll system in 1952 and continuing with central administrative payment systems begun in 1952. These systems are major building blocks of the central accounting system and are essential to the development of an effective system resulting in significant savings in cost and effort. Development of remaining modules of the system will be completed. Planned implementation of agencies into the system began in October 1953 and is targeted for completion by October 1954.

The Central Accounting System design concept provides for maximum flexibility for agencies to obtain information tailored to their needs while also providing uniform Department wide data.

Policy for Further Development. The Assistant Secretary for Administration will develop and coordinate, taking into account the resources of the Office of Operations and Finance and the agencies.

The objectives of the System to each agency is directly correlated to that agency's ability to effectively derive its financial information requirements. Each agency must make a commitment to this effort and work cooperatively with the Office of Operations and Finance to assure that the system meets the individual needs.

Secretary of Agriculture

ATTACHED

COOPERATION. Establishment of the central system is a major undertaking. It will require the complete cooperation of personnel at all levels within the Department for success. It is particularly important to the successful completion of this effort that agencies provide personnel of the type and quality required for a job of this magnitude and importance. I am sure that we can accomplish our objective through joint cooperation.

Carl L. Burt

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

March 16, 1979

SECRETARY'S MEMORANDUM NO. 1776, SUPPLEMENT 3

Central Accounting System

Purpose. Secretary's Memorandum No. 1776, issued in April 1972, directed the establishment of a central accounting system for the USDA. This Supplement (1) assigns responsibility for further system improvement, (2) assesses progress to date, and (3) establishes current policy for development of centralized systems at the National Finance Center.

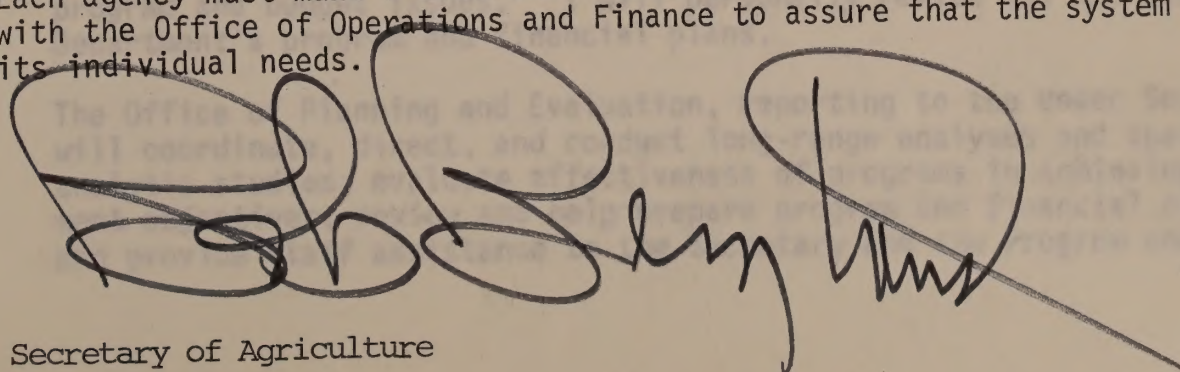
Assignment of Responsibility. The Director of the Office of Operations and Finance is responsible for development of central accounting and related systems, and for leadership in implementing central accounting services for Department agencies. Each agency head is responsible for developing accounting requirements, allocating resources for conversion, and assuring elimination of accounting activity which duplicates central system services.

Progress to Date. The Central Accounting System development has proceeded on an evolutionary basis beginning with the central payroll system in 1962 and continuing through central administrative payment systems begun in 1972. These systems are major building blocks of the central accounting system and in themselves have proven to be effective systems resulting in significant savings in staff years and costs. Development of remaining modules of the system has been completed. Phased implementation of agencies into the system began in October 1976 and is targeted for completion by October 1982.

The Central Accounting System design concept provides for maximum flexibility for agencies to obtain information tailored to their needs while also providing uniform Department-wide data.

Policy for Further Development. The Assistant Secretary for Administration will schedule implementation, taking into account the resources of the Office of Operations and Finance and the agencies.

The usefulness of the System to each agency is directly correlated to that agency's ability to effectively define its financial information requirements. Each agency must make a commitment to this effort and work cooperatively with the Office of Operations and Finance to assure that the system meets its individual needs.


Secretary of Agriculture

ACCOUNTING



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

March 16 1973

SECRETARY'S MEMORANDUM NO. 1776, SUPPLEMENT 3

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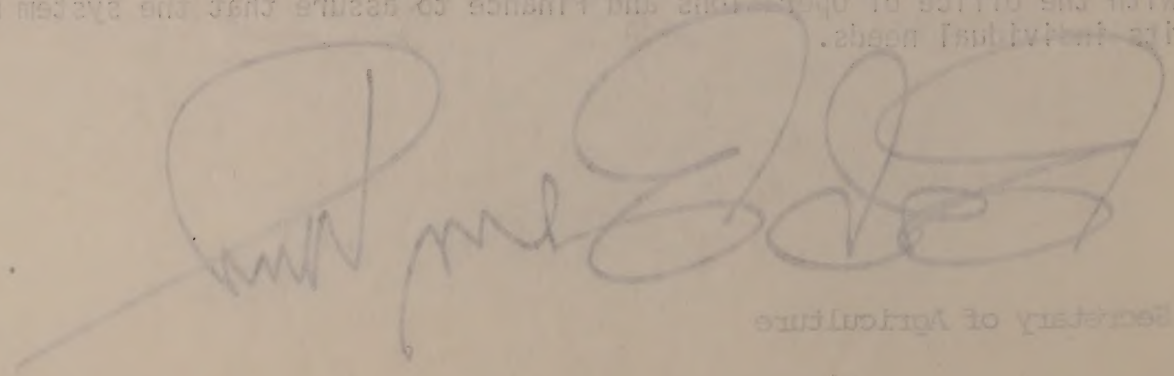
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Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

April 6, 1972.

SECRETARY'S MEMORANDUM NO. 1777

Planning and Budgeting System

The Department of Agriculture is committed to the objective of substantially improving the responsiveness, effectiveness, and efficiency of its programs in meeting national needs and goals. Systematic long-range planning and rigorous evaluation and analysis of existing and proposed programs, with the results reflected in annual budgets, is the key to meeting this objective.

Specialized staff assistance in each agency, as well as at the Department level, is essential. Permanent Department and agency staffs, operating within the framework of overall policy guidance, will:

1. Continue to develop and maintain a comprehensive integrated multi-year program planning and budgeting framework for USDA, relating agency activities to Department missions, national goals, and objectives.
2. Conduct comprehensive long-range analyses and other special analytic studies to provide information for defining alternative goals and objectives in terms that permit performance evaluation.
3. Develop and evaluate alternative ways of accomplishing goals and objectives, including assessment of immediate and long-term social, economic, and environmental costs and consequences.
4. Identify useful measures of program results, effectiveness, and cost; and evaluate the cost and effectiveness of on-going programs in achieving planned results.

The Under Secretary is Chairman of the Program and Budget Review Committee and is responsible for overall coordination of all program planning, evaluation, and budgeting in the Department. The Program and Budget Review Committee provides coordinated policy review of program and budget issues. I will personally review and approve the Department's program and financial plans.

The Office of Planning and Evaluation, reporting to the Under Secretary, will coordinate, direct, and conduct long-range analyses and special analytic studies; evaluate effectiveness of programs in achieving Department objectives; review and help prepare program and financial plans; and provide staff assistance to the Secretary and the Program and Budget

April 6, 1975

SECRETARY'S MEMORANDUM NO. 1777

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Review Committee. The Office of Planning and Evaluation will cooperate closely with the agencies and staff offices of the Department, and especially with the Office of Budget and Finance and the Office of Information Systems in developing and maintaining a comprehensive integrated planning, budgeting, management information, and control system.

Each Assistant Secretary and Director is responsible for assuring that his agencies have adequate staff resources to evaluate the effectiveness of agency programs and participate in special analytic studies. Agency analytic staffs should report directly to top program policy officials in the agency. At a minimum, the head of each of the following agencies should have a highly competent full-time analytic staff:

Agricultural Marketing Service	Farmers Home Administration
Agricultural Research Service	Food and Nutrition Service
Agricultural Stabilization and Conservation Service	Foreign Agricultural Service
Animal and Plant Health Inspection Service	Forest Service
Export Marketing Service	Rural Electrification Administration
	Soil Conservation Service

The Director of Agricultural Economics will continue to be responsible for coordinating economic analyses and statistical activities in the Department. In carrying out this responsibility, he will use the Office of Planning and Evaluation, and any other agency and staff resources of the Department, as needed.

This memorandum supersedes Secretary's Memorandum No. 1728, dated April 28, 1971.

Earl L. Butz

Secretary of Agriculture

The program evaluation plans and accomplishments will be included in the Annual Management Report required by OMB Circular No. 2-41. The Office of Planning and Evaluation will forward such plans and accomplishments to the Office of Information Systems for inclusion in this report.

Robert E. Long
Secretary of Agriculture

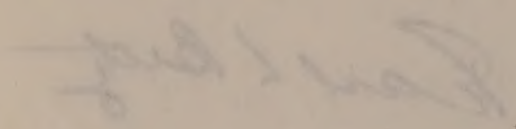
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- | | |
|--------------------------------------|--------------------------------|
| Export Marketing Service | Agricultural Marketing Service |
| Inspection Service | Agricultural Research Service |
| Animal and Plant Health | Agricultural Stabilization |
| Conservation Service | and Conservation Service |
| Rural Electrification Administration | Forest Service |
| Soil Conservation Service | Foreign Agricultural Service |
| | Food and Nutrition Service |
| | Farmers Home Administration |

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This memorandum supersedes Secretary's Memorandum No. 1728, dated April 28, 1971.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 22, 1972.

SECRETARY'S MEMORANDUM NO. 1777, SUPPLEMENT 1

Program Evaluation System

Secretary's Memorandum No. 1777 establishes the general policy that USDA is committed to evaluating the costs and effectiveness of ongoing programs in achieving planned results, and assigns responsibilities to agencies and Department officials for conducting program evaluations.

OMB Circular No. A-44, Revised, establishes a requirement for continuing systematic reviews of all aspects of program management, including the evaluation of program effectiveness in accomplishing program objectives.

To assure that adequate systematic attention is given to evaluating program effectiveness, the following procedures will apply:

1. A schedule of program evaluations will be developed each year designed to provide systematically for an evaluation of each operating program over a cycle of years.
2. Agency heads will annually recommend to their Assistant Secretary or Director: the programs to be evaluated that year; the specification of goals, objectives, targets, and criteria of effectiveness to be used in the evaluations; and the resources available and arrangements for conducting the evaluations.
3. Assistant Secretaries and Directors, in consultation with the Under Secretary, will determine the program evaluation agenda for the coming year.
4. The Office of Planning and Evaluation will establish procedural guidelines for the program evaluation system, provide technical advice and assistance to agencies, review program evaluation plans and progress, conduct program evaluations where appropriate, and provide staff assistance to the Under Secretary, the Assistant Secretaries, and Directors.

The program evaluation plans and accomplishments will be included in the Annual Management Report required by OMB Circular No. A-44.

The Office of Planning and Evaluation will forward such plans and accomplishments to the Office of Information Systems for inclusion in this report.

Arthur
Richard E. Lyng
Secretary of Agriculture

SECRETARY'S OFFICE, WASHINGTON, D. C., MAY 1, 1957

Program Evaluation Report

The purpose of this report is to provide a summary of the results of the evaluation of the program. The evaluation was conducted by the Office of the Secretary, Department of Agriculture, and the results are being reported to the Secretary and the public.

The evaluation was conducted by a committee of experts in the field of program evaluation. The committee was composed of representatives of the Department of Agriculture, the Office of the Secretary, and the public. The committee's findings are presented in this report.

In order to ensure that the program is being evaluated properly, the following steps were taken:

1. A list of the program's objectives was developed. This list was used to guide the evaluation process.
2. A list of the program's activities was developed. This list was used to guide the evaluation process.
3. A list of the program's results was developed. This list was used to guide the evaluation process.
4. The results of the evaluation were compared to the program's objectives, activities, and results.
5. The results of the evaluation were used to develop recommendations for the program.

The program's objectives, activities, and results are being compared to the results of the evaluation. The results of the evaluation are being used to develop recommendations for the program.

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UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

May 22, 1973

SECRETARY'S MEMORANDUM NO. 1777, SUPPLEMENT 2

Management Information and Control System

In Secretary's Memorandum No. 1777, we have provided for a comprehensive integrated planning, budgeting, management information and control system in U.S.D.A. The planning and budgeting system is fully operational and enables us to identify missions, goals, and objectives for the Department and its agencies; specify annual results targets; and relate these to agency programs, responsible program managers, and resource requirements. We now need to establish a more systematic management information and control system to pull the outputs of these processes together and to provide a more comprehensive approach to dealing with the management decisions which face the Department -- a system which will track the progress of programs toward the attainment of approved annual targets and long-term goals.

By providing a comprehensive overview of progress toward the achievement of Departmental goals, this system will facilitate the decision-making process throughout the organization. First, it will permit us to evaluate how well we are moving toward our objectives in specific areas. Second, it will provide a better information flow to Department managers at all levels. Third, it will assist in identifying areas which need attention while there is still time to act, and while numerous alternatives are open to us. By receiving information sooner and in a comprehensive form, we will be better able to determine areas where additional resources are required and to make adjustments within Departmental resource limitations. This will facilitate decisions relating to re-programming, revisions in manpower and outlay ceilings, requests for supplementals, etc. Finally, this process should provide the feedback which we need to continuously reevaluate our goals and objectives. It means that, at the Departmental level, we will be able to provide better support to the agencies and to their programs.

The system will be designed to provide information tailored to the needs of responsible line managers at various levels within the Department. It will also provide much of the information required by organizations outside of USDA, thereby eliminating many of the current duplicative efforts. It will be simple, flexible, and operate with a minimum amount of paperwork. In essence, it will build upon what we already have and will not be a separate or distinctly new effort.

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

May 25, 1977

SECRETARY'S MEMORANDUM NO. 1777, SUPPLEMENT 2

Management Information and Control System

In Secretary's Memorandum No. 1777, we have provided for a comprehensive integrated financial, budgeting, management information and control system in U.S.D.A. The planning and budgeting system is fully operational and enables us to identify mission, goals, and objectives for the Department and its agencies; specify annual results targets; and relate them to agency programs, responsibilities, programs, projects, and resource requirements. We now need to establish a more systematic management information and control system to fully take account of these processes together and to provide a more comprehensive approach to dealing with the management decisions which face the Department -- a system which will track the progress of programs toward the attainment of approved annual targets and long-range goals.

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The Management Information and Control System will be designed to become operational beginning with Fiscal Year 1974.

The Assistant Secretary for Administration, through the Office of Information Systems working in close cooperation with the Office of Budget and Finance and the Office of Planning and Evaluation, will be responsible for developing and maintaining the Department's Management Information and Control System.

Assistant Secretaries and Directors, under the general direction of the Under Secretary, are responsible for monitoring the progress of programs toward approved objectives, and for initiating actions necessary to assure the attainment or revision of those objectives.

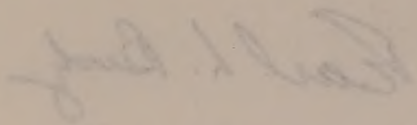
Earl L. Bush

Secretary of Agriculture

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Secretary of Agriculture



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 6, 1972.

SECRETARY'S MEMORANDUM NO. 1778

Federal Procurement and Minority Business Enterprise

On October 13, 1971, President Nixon issued Executive Order 11625 re-emphasizing his commitment to promote minority business enterprise.

Marked progress has been made in the minority enterprise area. Federal business loans, guarantees, and contracts have increased almost three-fold from \$200 million in Fiscal Year 1969 to \$566 million in Fiscal Year 1971. Over \$100 million in new deposits have been made in minority banks. Forty-one Minority Enterprise Small Business Investment Companies have been licensed with an aggregate capitalization in excess of \$10 million.

As significant as these accomplishments are, they actually represent only a beginning. Pursuant to the new Executive Order, a copy of which is attached, each federal department and agency is to cooperate with the Secretary of Commerce in the development of comprehensive plans and specific program goals for the minority enterprise program. Dr. Alfred L. Edwards, Deputy Assistant Secretary for Rural Development and Conservation, was designated to serve as the U.S. Department of Agriculture's contact point for the Office of Minority Business Enterprise, on March 26, 1969. I am directing that Frank B. Elliott, Assistant Secretary for Administration, coordinate our participation in this program within the Department.

Through the Inter-Agency Committee on Minority Business Enterprise and its various task forces, such plans and goals are presently being developed in Washington. However, implementation of these plans and achievement of these goals will depend heavily on follow-through at the field office level.

Minority Business Opportunity Committees (MBOC) should help. These committees have been established in twenty-seven cities as standing committees of Federal Executive Boards (FEB) to provide the local federal action arm for minority enterprise. MBOC's have also been established in five cities where FEB's have not been formed. It is important that agencies actively participate in MBOC's and help provide the staff support the MBOC may require. Departmental FEB and MBOC representatives are to coordinate this effort by arranging for appropriate USDA representation on the MBOC in their areas.

COMMERCE



April 6, 1955

SECRETARY'S MEMORANDUM NO. 11625

Federal Procurement and Minority Business Enterprises

On October 12, 1954, President Nixon issued Executive Order 11625 re-emphasizing his commitment to promote minority business enterprises.

Marked progress has been made in the minority enterprise area. Federal business loans, purchases, and contracts have increased almost three-fold from \$200 million in fiscal year 1953 to \$580 million in fiscal year 1954. Over \$100 million in new deposits have been made in minority banks. Forty-one minority enterprise small business investment companies have been licensed with an aggregate capitalization in excess of \$10 million.

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UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

July 11, 1978

SECRETARY'S MEMORANDUM NO. 1778, REVISED

The attached lists those cities in which MBOC's are established, the Department's FEB representative, and the Department's designated representative to MBOC's in those cities where FEB's are not established.

Responsiveness toward these programs and achievement of success in meeting the goals of minority programs is essential. I strongly support the minority enterprise programs and urge everyone involved to give these programs their enthusiastic support and to make every effort to achieve progress.

Earl L. Butz

attachments

This memorandum supersedes Secretary's memorandum 1686, dated April 17, 1970.

I hereby reemphasize this Department's commitment to the Minority Business Enterprise Program. Involved employees should give their enthusiastic support to the program and should make every effort to achieve progress. USIA representatives to the 35 MBOCs, and appropriate officials from all other USOA agencies located in the same cities, are directed to initiate actions to achieve meaningful progress in this most important program. Responsibility for this program has been delegated to the Office of Equal Opportunity 7 CFR 2.80 (40 F.R. 2419 January 13, 1975). The coordination, support and monitoring of the Minority Business Enterprise Program will be afforded by the Rural Minority Business Assistance Division of that Office.

This memorandum with attachment, supersedes Secretary's Memorandum No. 1778, dated April 6, 1972.

Earl L. Butz

Earl L. Butz
Secretary

Attachment

COMMERCIAL

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Paul L. Budy

Attachment

This memorandum superseded Bureau's
memorandum 1086 dated April 17, 1970

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

July 11, 1975

SECRETARY'S MEMORANDUM NO. 1778, REVISED

Federal Procurement and Minority Business Enterprise

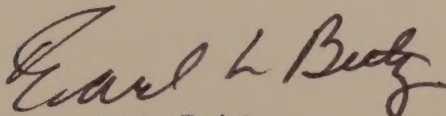
Executive Order 11625 prescribes arrangements for a national program for Minority Business Enterprise.

On December 11, 1974, the President reemphasized this program in a Memorandum to Heads of Departments and Agencies: "During this difficult economic period, many minority businesses are particularly vulnerable. They need all the help the Government can reasonably provide. It is especially important, therefore, that your agency look for every appropriate opportunity for minority businesses to participate in Government programs as contractors, subcontractors, bankers, etc., and that management, technical and financial assistance be provided whenever possible." The President stressed Federal assistance to help minority participation in the economic benefits of the private enterprise system as an important objective of his Administration.

An important element of such Federal Government assistance involves Federal action throughout the country to assure minority business participation in Federal procurement, banking needs, concessions, construction and other Federal programs. Key to this field effort are the Minority Business Opportunity Committees (MBOCs), of which USDA is a member. These are standing committees of the 25 Federal Executive Boards (FEBs) and 10 Federal Executive Associations (FEAs) throughout the nation. USDA's contribution to the MBOCs will be largely dependent on your degree of commitment to the program and follow-through at the field office level.

I hereby reemphasize this Department's commitment to the Minority Business Enterprise Program. Involved employees should give their enthusiastic support to the program and should make every effort to achieve progress. USDA representatives to the 35 MBOCs, and appropriate officials from all other USDA agencies located in the same cities, are directed to initiate actions to achieve meaningful progress in this most important program. Responsibility for this program has been delegated to the Office of Equal Opportunity 7 CFR 2.80 (40 F.R. 2419 January 13, 1975). The coordination, support and monitoring of the Minority Business Enterprise Program will be afforded by the Rural Minority Business Assistance Division of that Office.

This memorandum with attachment, supersedes Secretary's Memorandum No. 1778, dated April 6, 1972.



Earl L. Butz
Secretary

Attachment

COMMERCE

July 11, 1978

SECRETARY'S MEMORANDUM NO. 1778, REVISED

Federal Procurement and Minority Business Enterprise

Executive Order 11822 prescribes arrangements for a national program for minority business enterprise.

On December 11, 1974, the President recommended this program in a memorandum to heads of Departments and Agencies: "During this difficult economic period, many minority businesses are particularly vulnerable. They need all the help the Government can reasonably provide. It is especially important, therefore, that your agency look for every appropriate opportunity for minority businesses to participate in Government programs as contractors, subcontractors, bankers, etc., and that management, technical and financial assistance be provided whenever possible." The President stressed Federal assistance to help minority participation in the economic benefits of the private enterprise system as an important objective of his Administration.

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This memorandum with attachment, superseded Secretary's Memorandum No. 1778, dated April 6, 1975.

Earl L. Butts
Earl L. Butts
Secretary

Attachment

Minority Business Opportunity Committee Cities

Albuquerque
*Anchorage
Atlanta
Baltimore
*Birmingham
Boston
Buffalo
Chicago
Cincinnati
Cleveland
*Columbus
Dallas/Ft. Worth
Denver
Detroit
Honolulu
*Houston
Kansas City
*Little Rock
Los Angeles
*Memphis
Miami
*Milwaukee
Minneapolis
*Nashville
Newark
New Orleans
New York
Philadelphia
Pittsburgh
Portland
*Richmond
St. Louis
*San Antonio
San Francisco
Seattle

* FEA cities. All others FEB cities.

Minority Business Opportunity Committee Cities

Albuquerque
 Anchorage
 Atlanta
 Baltimore
 Birmingham
 Boston
 Butte
 Chicago
 Cincinnati
 Cleveland
 Columbia
 Dallas/Ft. Worth
 Denver
 Detroit
 Honolulu
 Houston
 Kansas City
 Little Rock
 Los Angeles
 Memphis
 Miami
 Milwaukee
 Minneapolis
 New Orleans
 New York
 Philadelphia
 Pittsburgh
 Portland
 Richmond
 St. Louis
 San Antonio
 San Francisco
 Seattle

* FEA cities. All others FBR cities.



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 27, 1973.

SECRETARY'S MEMORANDUM NO. 1778, SUPPLEMENT 1

Minority Business Assistance to Veterans

Executive Order 11625 mandated that all Federal agencies promote assistance to minority business enterprise. A significant number of these minority entrepreneurs are Korean or Vietnam-era Veterans who deserve special attention to succeed in the business arena.

Accordingly, I request Agency Heads to assure that efforts to aid these minority veterans be taken so these entrepreneurs are afforded, to the extent possible, a preference to participate in agency programs. Your efforts should be directed to veteran priorities in the areas of loans, grants, contracts and all other business-related functions of agency programs.

Earl L. Butz

COMMERCE

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

April 14, 1972.

SECRETARY'S MEMORANDUM NO. 1779

Advisory Committee on Cooperative Work
with State Departments of Agriculture

This committee was originally established in 1948 based on mutual agreement of need by this Department and the National Association of State Departments of Agriculture. Over the years, the experience and knowledge of representatives of State Departments of Agriculture serving on this committee has been extremely beneficial to the Department in the development of programs to help improve and facilitate the marketing and distribution of agricultural products. I have determined, therefore, that the Advisory Committee on Cooperative Work with State Departments of Agriculture be continued. Reestablishment of this committee is in the public interest in connection with the performance of the duties and responsibilities of the Department.

The function of this committee shall be to counsel and advise the Agricultural Marketing Service on the criteria for selection of marketing service projects and evaluation of specific proposals and program accomplishments under the matched fund marketing service program conducted by the State Departments of Agriculture in cooperation with the Agricultural Marketing Service.

Membership on the committee shall include nine representatives of State Departments of Agriculture who shall be appointed by the Secretary. Committee members will be eligible for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Assistant Secretary for Marketing and Consumer Service, or his designee, will be Chairman. The Administrator of the Agricultural Marketing Service, or his designee, will be Vice-Chairman. A member of the Agricultural Marketing Service will serve as Executive Secretary for the committee. The committee will meet at the call of the Chairman.

The committee shall terminate two years from the date of this Memorandum.

This Memorandum supersedes Secretary's Memorandum No. 1682 dated March 18, 1970.

Earl L. Butz

Earl L. Butz
Secretary

COMMITTEES

(Cooperative Work with State Dept. of Agriculture)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

April 14, 1972

SECRETARY'S MEMORANDUM NO. 1777

Advisory Committee on Cooperative Work
with State Departments of Agriculture

This committee was originally established in 1948 based on mutual agreement of need by this Department and the National Association of State Departments of Agriculture. Over the years, the experience and knowledge of representatives of State Departments of Agriculture participating on this committee has been extremely beneficial to the Department in the development of programs to help improve and facilitate the marketing and distribution of agricultural products. I have determined, therefore, that the Advisory Committee on Cooperative Work with State Departments of Agriculture be continued. Reestablishment of this committee is in the public interest in connection with the performance of the duties and responsibilities of the Department.

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Membership on the committee shall include nine representatives of State Departments of Agriculture who shall be appointed by the Secretary. Committee members will be eligible for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Assistant Secretary for Marketing and Consumer Service, or his designee, will be Chairman. The Administrator of the Agricultural Marketing Service, or his designee, will be Vice-Chairman. A member of the Agricultural Marketing Service will serve as Executive Secretary for the committee. The committee will meet at the call of the Chairman.

The committee shall terminate two years from the date of this Memorandum.

This Memorandum supersedes Secretary's Memorandum No. 1582 dated March 15, 1970.

Paul L. Bates
Secretary

Paul L. Bates

COMMITTEE



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1780

April 27, 1972.

Reorganization of USDA Offices, New Orleans, La.

The Department has established facilities at Michoud, Louisiana, to serve: the Management Data Service Center (MDSC); the USDA New Orleans Computer Center (NOCC), formerly designated the ASCS New Orleans Data Processing Center (NODPC); the Agricultural Stabilization and Conservation Service New Orleans Commodity Office (NOCO); the Central Voucher Payment Service (CVPS), when established; and an interim Support Office of the Office of Management Services (OMS).

FUNCTIONS

The USDA New Orleans Computer Center (NOCC) will report to the Office of Information Systems (OIS) as of April 30, 1972, at which time its redesignation will be effective. NOCC will provide data processing capability for the USDA Michoud Facility and other USDA and government agencies as may be required.

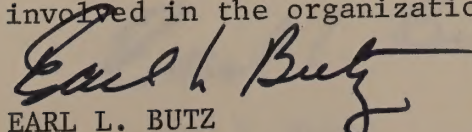
The Management Data Service Center (MDSC) will continue to report to the Office of Budget and Finance as will the Central Voucher Payment Service (CVPS) when established. The MDSC will provide the payroll function, personnel statistics, and related services. The CVPS functions will be spelled out at a later date.

The Agricultural Stabilization and Conservation Service's New Orleans Commodity Office will continue to report to ASCS with the same authorities and responsibilities exercised in the past.

The interim Support Office of the Office of Management Services (OMS) will report to the Office of Management Services, Washington, D.C. The OMS office at Michoud will provide such required local support services as personnel, procurement, mail and messenger, transportation, and other administrative and management support services to the various organizations at Michoud on an interim basis, except that the New Orleans Commodity Office will utilize only administrative services of the OMS office.

INCIDENTAL TRANSFERS

The Assistant Secretary for Administration will approve such transfers of funds, records, property, personnel and employment authority as are involved in the organizational reassignments made in this memorandum.


EARL L. BUTZ
Secretary

ORGANIZATION /



1770
SECRETARY'S MEMORANDUM

MEMORANDUM FOR THE SECRETARY

The Department has received information regarding the proposed establishment of a new office in the Department of Agriculture. The proposed office is to be established in the Department of Agriculture, and it is proposed that the office be established in the Department of Agriculture. The proposed office is to be established in the Department of Agriculture, and it is proposed that the office be established in the Department of Agriculture.

RECOMMENDATION

The proposed office is to be established in the Department of Agriculture, and it is proposed that the office be established in the Department of Agriculture. The proposed office is to be established in the Department of Agriculture, and it is proposed that the office be established in the Department of Agriculture.

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ADMINISTRATIVE

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1770
SECRETARY'S MEMORANDUM

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 6, 1972.

SECRETARY'S MEMORANDUM NO. 1781

Industry Advisory Committee on Foot-and-Mouth Disease

The United States must be on constant guard to prevent the unauthorized movement across its boundaries of animals and other products such as fresh meat, ship's garbage, animal byproducts, hay and straw which may carry the virus of foot-and-mouth disease. If this disease should gain entrance to this country, it would disastrously affect all sections of the country and all walks of life.

In order to bring the experience and knowledge of representatives of the livestock industry to bear on problems related to prevention, control, and eradication programs of foot-and-mouth disease, I have determined that the Industry Advisory Committee on Foot-and-Mouth Disease be continued. This committee was originally established in 1947 based on mutual agreement of need for this committee by this Department and the Mexican-United States Agricultural Commission. Reestablishment of this committee is in the public interest in connection with the performance of the duties and responsibilities of this Department.

The function of this committee shall be to counsel and advise the Secretary regarding program operations or measures to prevent, suppress, control, or eradicate an outbreak of foot-and-mouth disease in this country. Committee members will be appointed by the Secretary.

The committee shall terminate two years from the date of this memorandum, subject to extension. Travel and per diem expenses for committee members will be available in accordance with applicable regulations and procedures of the Department.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be Chairman. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary of the committee. The committee will meet at the call of the chairman.

This Memorandum supersedes Secretary's Memorandum No. 1692, dated May 8, 1970.

Earl L. Butz

Earl L. Butz
Secretary

COMMITTEES

Foot and Mouth Disease Industry Adv

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 8, 1973

SECRETARY'S MEMORANDUM NO. 1781

Industry Advisory Committee on Foot-and-Mouth Disease

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The committee shall terminate two years from the date of this memorandum, subject to extension. Travel and per diem expenses for committee members will be available in accordance with applicable regulations and procedures of the Department.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be Chairman. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary of the committee. The committee will meet at the call of the chairman.

This memorandum supersedes Secretary's Memorandum No. 1693, dated May 8, 1970.

Carl L. Buntz

Carl L. Buntz
Secretary

COMMITTEE

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary

Washington, D.C. 20250

January 11, 1973.

SECRETARY'S MEMORANDUM NO. 1781, Revised

Advisory Committee on Foot-and-Mouth Disease

The United States must maintain constant vigilance in order to prevent the introduction of foot-and-mouth disease and other animal diseases foreign to this country. The effectiveness of the Department's programs to prevent, control, or eradicate any outbreak of foot-and-mouth disease or other foreign animal disease among the Nation's livestock and poultry populations can be increased by bringing the experience and knowledge of representatives of the livestock and poultry industries to bear on these problems. The economic consequences of such outbreaks would have disastrous effects on all segments of the public because of ever-changing methods of livestock and poultry production and distribution.

This memorandum continues the Advisory Committee on Foot-and-Mouth Disease which was established by Secretary's Memorandum No. 1781, dated June 6, 1972. This action is in the public interest in connection with the duties and responsibilities of the Department to deal with any outbreak of foot-and-mouth disease or other foreign animal disease.

The objective of the Committee shall be to advise the Secretary regarding program operations and measures to prevent, suppress, control or eradicate an outbreak of foot-and-mouth disease or other destructive foreign animal diseases in the event such diseases should enter this country.

The Assistant Secretary, Marketing and Consumer Services, or his designee, will be Chairman to whom the Committee will report. The Administrator, Animal and Plant Health Inspection Service, or his designee, will be Vice Chairman. In the absence of the Chairman, the Vice Chairman will act in his stead. A representative of the Animal and Plant Health Inspection Service will serve as Executive Secretary and will provide the necessary staff support for the Committee. Members of the Committee will be appointed by the Secretary.

The duties of the Committee are solely advisory and involve (a) identifying and evaluating problem areas associated with control and/or eradication measures needed to cope with an outbreak of foot-and-mouth disease or other foreign animal diseases; (b) reviewing plans and recommendations for regulatory actions in the event of a foreign animal disease outbreak; (c) developing effective measures for informing

COMMITTEES

(Foot & Mouth Disease Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 11, 1973

SECRETARY'S MEMORANDUM NO. 1781, Revised

Advisory Committee on Foot-and-Mouth Disease

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COMMITTEE (Foot and Mouth Disease)

UNITED STATES DEPARTMENT OF AGRICULTURE
livestock and poultry producers concerning the handling and treatment of unusual or suspicious animal disease problems; (d) advising on changing practices in the production and marketing of livestock and poultry and remaining abreast of changing animal disease situations throughout the world and recent developments in research and regulatory veterinary medicine.

It is anticipated that the committee will meet annually. The annual operating costs would be approximately \$5,000. The man-years of staff support would be approximately 0.3.

The Committee shall terminate on June 6, 1974.

Earl L. Butz

Earl L. Butz

Earl L. Butz
Secretary

livestock and poultry producers concerning the handling and treatment of unusual or suspicious animal disease problems; (d) advising on changing practices in the production and marketing of livestock and poultry and remaining abreast of changing animal disease situations throughout the world and recent developments in research and regulatory veterinary medicine.

It is anticipated that the committee will meet annually. The annual operating costs would be approximately \$2,000. The man-years of staff support would be approximately 0.3.

The Committee shall terminate on June 6, 1974.

Paul R. Burt

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 2 1974

SECRETARY'S MEMORANDUM NO. 1781, REVISED
SUPPLEMENT 1

Advisory Committee on Foreign Animal and Poultry Diseases

Secretary's Memorandum No. 1781, Revised, dated January 11, 1973, is hereby amended by changing the name of the committee from the Advisory Committee on Foot-and-Mouth Disease to the Advisory Committee on Foreign Animal and Poultry Diseases. The functions of the committee remain as previously established.

Earl L. Butz

Earl L. Butz
Secretary

COMMITTEES *(Foreign Animal and Poultry Diseases Advisory)*

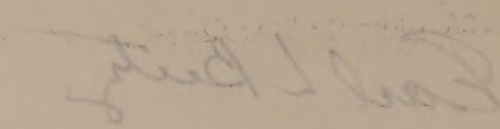
UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 2, 1974

SECRETARY'S MEMORANDUM NO. 1781, REVISED
SUPPLEMENT 1

Advisory Committee on Foreign Animal and Poultry Diseases

Secretary's Memorandum No. 1781, Revised, dated January 11, 1973, is hereby amended by changing the name of the committee from the Advisory Committee on Foot-and-Mouth Disease to the Advisory Committee on Foreign Animal and Poultry Diseases. The functions of the committee remain as previously established.



Earl J. Butz
Secretary

1781
1781
1781

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 9, 1972.

SECRETARY'S MEMORANDUM NO. 1782

Designation of Authority to Perform Functions -
Assistant Secretary of Agriculture for International
Affairs and Commodity Programs

I am designating Carroll G. Brunthaver to perform all of the functions heretofore delegated to the Assistant Secretary of Agriculture for International Affairs and Commodity Programs, effective immediately. Mr. Brunthaver will continue to perform these functions until the confirmation of the new Assistant Secretary by the Senate.

Earl L. Butz

Earl L. Butz
Secretary

On or before the beginning of each fiscal year the Committee shall recommend a schedule for allocation of the Regional research fund (RRF) to cooperative regional projects for approval by the Administrator, Cooperative State Research Service, on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Administrator of CSRS on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

Earl L. Butz

ORGANIZATION

1 (Secretary)

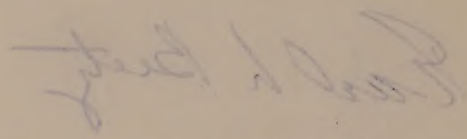
UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 9, 1972

1782
SECRETARY'S MEMORANDUM NO.

Designation of Authority to Perform Functions -
Assistant Secretary of Agriculture for International
Affairs and Commodity Programs

I am designating Carroll G. Bruntz to perform all of the functions heretofore delegated to the Assistant Secretary of Agriculture for International Affairs and Commodity Programs, effective immediately. Mr. Bruntz will continue to perform these functions until the confirmation of the new Assistant Secretary by the Senate.



Earl L. Butz
Secretary

ORGANIZATION / (Chairman)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

June 22, 1972.

SECRETARY'S MEMORANDUM NO. 1783

Committee of Nine

The Hatch Experiment Station Act as amended in 1955 (P. L. 352, 84th Congress) provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c)3 of the Act specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (b) hereof for like purpose shall be designated as the 'Regional research fund, State agricultural experiment stations,' and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

The Committee of Nine as constituted by the State agricultural experiment station directors, consists of eight agricultural experiment station administrators and one administrator of home economics research, elected for a three-year term by the Experiment Station Section of the National Association of State Universities and Land-Grant Colleges at the time of the annual meeting of the Section. One third of the members are replaced each year. The Committee elects its own officers. The Cooperative State Research Service provides a Recording Secretary and maintains files for the Committee.

On or before the beginning of each fiscal year the Committee shall recommend a schedule for allocation of the Regional research fund (RRF) to cooperative regional projects for approval by the Administrator, Cooperative State Research Service, on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Administrator of CSRS on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

Earl L. Butz

COMMITTEES

(Nine)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

June 22, 1972

SECRETARY'S MEMORANDUM NO. 1783

Committee of Nine

The Hatch Experiment Station Act as amended in 1955 (P.L. 862, 844) provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c) of the Act specifies that "The funds available for such purposes, together with funds available pursuant to subsection (b) hereof for like purpose shall be designated as the 'Regional research fund, State agricultural experiment station' and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

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Paul H. Butz

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

Feb. 5, 1973

SECRETARY'S MEMORANDUM NO. 1783, REVISED

Committee of Nine

The purpose of this revision of Secretary's Memorandum No. 1783 is to add information required by P. L. 92-463, the Federal Advisory Committee Act.

The Hatch Experiment Station Act as amended in 1955 (P. L. 352, 84th Congress) provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c)3 of the Act, specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (b) hereof for like purpose shall be designated as the 'Regional research fund, State agricultural experiment stations,' and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

The prime objective of the Committee of Nine is to recommend cooperative regional projects for research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. On or before the beginning of each fiscal year the Committee shall recommend a schedule for allocation of the Regional research fund (RRF) to cooperative projects for approval by the Administrator, Cooperative State Research Service (CSRS), on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Administrator of CSRS on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

The duties of this Committee could not reasonably be completed in less than two years.

COMMITTEES *(Nine)*

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1783, REVISED

Committee of Nine

The purpose of this revision of Secretary's Memorandum No. 1783 is to add information required by P. L. 82-463, the Federal Advisory Committee Act.

The Hatch Experiment Station Act as amended in 1955 (P. L. 83-52, 84th Congress) provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c) of the Act, specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (b) heretofore for like purposes shall be designated as the 'Regional research fund, State agricultural experiment stations', and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

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The duties of this Committee could not reasonably be completed in less than two years.

The Committee of Nine as constituted by the State agricultural experiment station directors, consists of eight agricultural experiment station administrators and one administrator of home economics research, elected for a three-year term by the Experiment Station Section of the National Association of State Universities and Land-Grant Colleges at the time of the annual meeting of the Section. One third of the members are replaced each year. The Committee elects its own officers. As a minimum, the Committee holds three meetings annually--April, June and December--to assure the timely consideration of the proposals offered for support from the RRF and the prompt initiation of the projects. Special sessions may be called, as necessary, by the chairman.

The Secretary, or the Administrator of CSRS, on his behalf, is the official of the U. S. Department of Agriculture to whom the Committee reports its recommendations. CSRS provides a Recording Secretary and maintains files for the Committee.

The estimated total annual cost of the Committee is \$20,000. This includes an estimated \$12,000 paid from the RRF for travel and per diem expenses for Committee members, and \$8,000 for CSRS staff costs in preparation for and attendance at the meetings. The estimated man-years for Department personnel is 0.1.

Secretary's Memorandum No. 1783 of June 22, 1972, is hereby superseded.

Earl L. Butz

The Committee of Nine is to recommend cooperative research projects which two or more State agricultural experiment stations have in common. The Committee shall meet at the beginning of each fiscal year to develop a schedule for allocation of the Regional research fund (RRF) to cooperative projects for approval by the Administrator, Cooperative State Research Service (CSRS), on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Administrator of CSRS on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

The Committee of Nine, as constituted by the State agricultural experiment station directors, consists of eight agricultural experiment station administrators and one administrator of home economics research, elected for a three-year term by the Experiment Station Section of the National Association of State Universities and Land-Grant Colleges at the time of the annual meeting of the Section. One-third of the members are replaced each

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

February 4 1975

SECRETARY'S MEMORANDUM NO. 1783, REVISED

Committee of Nine

The Hatch Experiment Station Act, as amended in 1955 (P.L. 352, 84th Congress), provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c)3 of the Act, specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (b) hereof for like purpose shall be designated as the 'Regional research fund, State agricultural experiment stations,' and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

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COMMITTEES (Nine)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

February 4, 1975

SECRETARY'S MEMORANDUM NO. 1783, REVISED

Committee of Nine

The Hatch Experiment Station Act, as amended in 1952 (P.L. 352, 84th Congress), provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c) of the Act, specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (b) heretofore for like purpose shall be designated as the 'Regional research fund, State agricultural experiment stations,' and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

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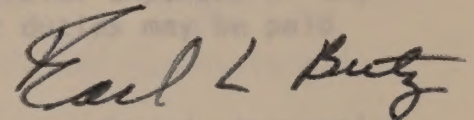
COMMITTEES

year. The Committee elects its own officers. As a minimum, the Committee holds three meetings annually--April, June, and December--to assure the timely consideration of the proposals offered for support from the RRF and the prompt initiation of the projects. Special sessions may be called, as necessary, by the chairman.

The Secretary, or the Administrator of CSRS, on his behalf, is the official of the U. S. Department of Agriculture to whom the Committee reports its recommendations. CSRS provides a Recording Secretary and maintains files for the Committee.

The estimated total annual cost of the Committee is \$30,000. This includes an estimated \$12,000 paid from the RRF for travel and per diem expenses for Committee members, and \$18,000 for CSRS staff costs in preparation for and attendance at the meetings. The estimated man-years for Department personnel is 0.2.

Secretary's Memorandum No. 1783 of February 5, 1973, is hereby superseded. This memorandum also serves as a charter for the Committee.



Secretary of Agriculture

The prime objective of the Committee of Nine is to coordinate regional projects for research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. On or before the beginning of each fiscal year the Committee shall recommend a schedule for allocation of the Regional research fund (RRF) to cooperative projects for approval by the Administrator, Cooperative State Research Service (CSRS), on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Administrator of CSRS on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

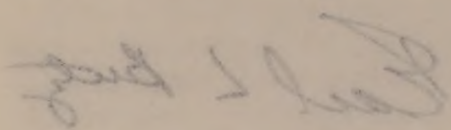
The Committee of Nine, as constituted by the State agricultural experiment station directors, consists of eight agricultural experiment station administrators and one administrator of home economics research, elected for a three-year term by the Experiment Station Section of the National Association of State Universities and Land-Grant Colleges at the time of the annual meeting of the Section. One-third of the members are replaced each year. The Committee elects its own officers. As a minimum, the Committee holds three meetings annually--June, September, and December--to assure the timely consideration of the proposals offered for support from the RRF and the prompt initiation of the projects. Special sessions may be called, as necessary, by the chairman.

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The Secretary, or the Administrator of CSRS, on his behalf, is the official of the U. S. Department of Agriculture to whom the Committee reports its recommendations. CSRS provides a Recording Secretary and maintains files for the Committee.

The estimated total annual cost of the Committee is \$30,000. This includes an estimated \$12,000 paid from the RRF for travel and per diem expenses for Committee members, and \$18,000 for CSRS staff costs in preparation for and attendance at the meetings. The estimated man-years for Department personnel is 0.2.

Secretary's Memorandum No. 1783 of February 2, 1973, is hereby superseded. This memorandum also serves as a charter for the Committee.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

March 4, 1977

SECRETARY'S MEMORANDUM NO. 1783, REVISED

Committee of Nine

The Hatch Experiment Station Act, as amended in 1955 (P.L. 352, 84th Congress), provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c)3 of the Act, specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (b) hereof for like purpose shall be designated as the 'Regional research fund, State agricultural experiment stations', and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

The prime objective of the Committee of Nine is to recommend cooperative regional projects for research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. On or before the beginning of each fiscal year the Committee shall recommend a schedule for allocation of the Regional research fund (RRF) to cooperative projects for approval by the Administrator, Cooperative State Research Service (CSRS), on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Administrator of CSRS on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

The Committee of Nine, as constituted by the State agricultural experiment station directors, consists of eight agricultural experiment station administrators and one administrator of home economics research, elected for a three-year term by the Experiment Station Section of the National Association of State Universities and Land-Grant Colleges at the time of the annual meeting of the Section. One-third of the members are replaced each year. The Committee elects its own officers. As a minimum, the Committee holds three meetings annually--June, September, and December--to assure the timely consideration of the proposals offered for support from the RRF and the prompt initiation of the projects. Special sessions may be called, as necessary, by the chairman.

COMMITTEES

(Nine)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1733, REVISED

Committee of Nine

The Hatch Experiment Station Act, as amended in 1952 (P.L. 325, 68th Congress), provided for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 1(a) of the Act, amended in 1952, provides that "the funds available for such purposes, together with funds available pursuant to subsection (b) hereof for like purposes shall be expended as the 'regional research fund, State agricultural experiment stations', and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons selected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

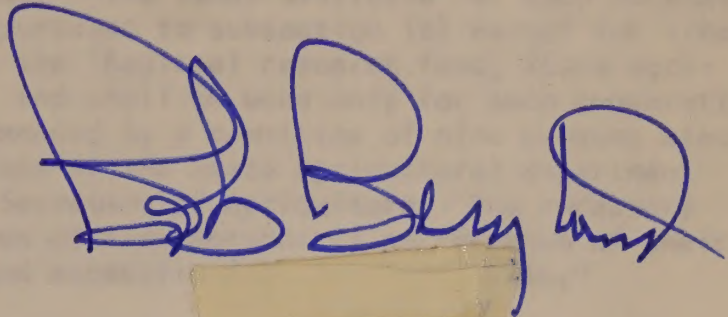
The prime objective of the Committee of Nine is to recommend cooperative regional projects for research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. At or before the beginning of each fiscal year the Committee shall recommend a schedule for allocation of the regional research fund (RRF) to cooperative projects for approval by the Administrator, Cooperative State Research Service (CSRS), on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Administrator of CSRS on his behalf, on matters pertaining to regional research, development and implementation of administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

The Committee of Nine, as constituted by the State agricultural experiment station directors, consists of eight agricultural experiment station administrators and one administrator of home economics research, elected for a three-year term by the Experiment Station Section of the National Association of State Universities and Land-Grant Colleges at the time of the annual meeting of the section. One-third of the members are replaced each year. The Committee shall meet annually--June, September, and December--to assure the timely consideration of the proposals and to offer support from the RRF and the prompt initiation of the projects. Special sessions may be called, as necessary, by the chairman.

The Secretary, or the Administrator of CSRS, on his behalf, is the official of the U. S. Department of Agriculture to whom the Committee reports its recommendations. CSRS provides a Recording Secretary and maintains files for the Committee.

The estimated total annual cost of the Committee is \$30,000. This includes an estimated \$12,000 paid from the RRF for travel and per diem expenses for Committee members, and \$18,000 for CSRS staff costs in preparation for and attendance at the meetings. The estimated man-years for Department personnel is 0.2.

Secretary's Memorandum No. 1783 of February 4, 1975, is hereby superseded. This memorandum also serves as a charter for the Committee.

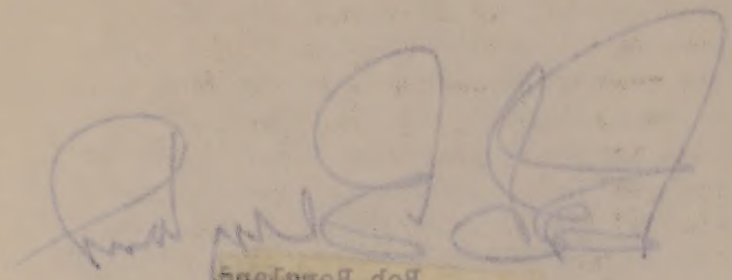
A handwritten signature in blue ink, appearing to read "B. B. Berry", is written over a yellow rectangular stamp.

Secretary of Agriculture

The Secretary, or the Administrator of CSRS, on his behalf, is the official of the U. S. Department of Agriculture to whom the Committee reports its recommendations. CSRS provides a Recording Secretary and maintains files for the Committee.

The estimated total annual cost of the Committee is \$30,000. This includes an estimated \$15,000 paid from the NSF for travel and per diem expenses for Committee members, and \$15,000 for CSRS staff costs in preparation for and attendance at the meetings. The estimated man-years for Department personnel is 0.5.

Secretary's Memorandum No. 1753 of February 4, 1975, is hereby superseded. This memorandum also serves as a charter for the Committee.


Bob Bergland
Secretary
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

February 23, 1979

SECRETARY'S MEMORANDUM NO. 1783, REVISED

Committee of Nine

The Hatch Experiment Station Act, as amended in 1955 (P.L. 352, 84th Congress), provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c)3 of the Act, specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (b) hereof for like purpose shall be designated as the 'Regional research fund, State agricultural experiment stations', and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

The prime objective of the Committee of Nine is to recommend cooperative regional projects for research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. On or before the beginning of each fiscal year, the Committee shall recommend a schedule for allocation of the Regional Research Fund (RRF) to cooperative projects for approval by the Deputy Director, Science and Education Administration, Cooperative Research (CR), on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Deputy Director of Cooperative Research on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

The Committee of Nine consists of eight agricultural experiment station administrators, elected by the Associations of Experiment Station Directors, and one administrator of home economics research, elected by the Experiment Station Committee on Organization and Policy for a three-year term. One-third of the members are replaced each year. The Committee elects its own officers. As a minimum, the Committee holds three meetings annually-- June, September, and December--to assure the timely consideration of the proposals offered for support from the RRF and the prompt initiation of the projects. Special sessions may be called, as necessary, by the chairman.

COMMITTEES (Nine)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

February 23 1952

SECRETARY'S MEMORANDUM NO. 1752, REVISED

Committee of Nine

The Hatch Experiment Station Act, as amended in 1922 (P.L. 552, 84th Congress), provides for a formal program of cooperative research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. Section 3(c) of the Act, specifies that: "The funds available for such purposes, together with funds available pursuant to subsection (a) hereof for like purposes shall be designated as the 'Regional Research Fund, State Agricultural Experiment Stations', and shall be used only for such cooperative regional projects as are recommended by a committee of nine persons elected by and representing the directors of the State agricultural experiment stations, and approved by the Secretary of Agriculture. The necessary travel expenses of the committee of nine persons in performance of their duties may be paid from the fund established by this paragraph."

The prime objective of the Committee of Nine is to recommend cooperative regional projects for research in which two or more State agricultural experiment stations cooperate to solve problems that concern the agriculture of more than one State. On or before the beginning of each fiscal year, the Committee shall recommend a schedule for allocation of the Regional Research Fund (RRF) to cooperative projects for approval by the Deputy Director, Science and Education Administration, Cooperative Research (SEAR), on behalf of the Secretary of Agriculture. In addition, the Committee shall advise the Secretary, or the Deputy Director of Cooperative Research on his behalf, on matters pertaining to regional research, develop and implement administrative procedures, and recommend policies for the initiation and conduct of an effective regional research program.

The Committee of Nine consists of eight agricultural experiment station administrators, elected by the Association of Experiment Station Directors, and one administrator of non-economic research, elected by the Experiment Station Committee on Organization and Policy for a three-year term. One-third of the members are replaced each year. The Committee elects its own officers. As a minimum, the Committee holds three meetings annually--June, September, and December--to assure the timely consideration of the proposals offered for support from the RRF and the prompt initiation of the projects. Special sessions may be called, as necessary, by the chairman.

COMMITTEE

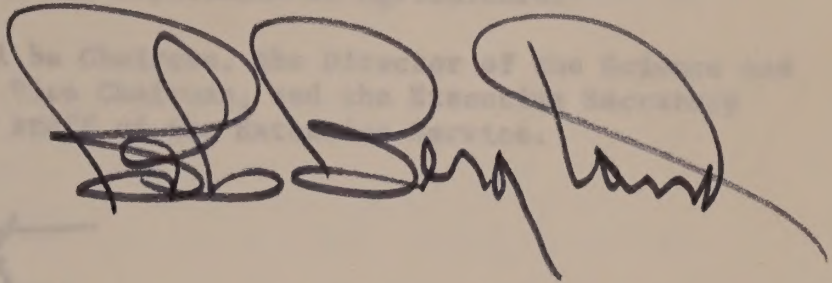
The Secretary, or Deputy Director of Cooperative Research on his behalf, is the official of the U. S. Department of Agriculture to whom the Committee reports its recommendations. Cooperative Research provides a Recording Secretary and maintains files for the Committee.

The estimated annual operating cost, developed pursuant to section 9(c)(G) of the Federal Advisory Committee Act, is estimated at \$40,000, which is inclusive of all private and public moneys to be spent by or on behalf of the Committee of Nine.

The estimated amount of Federal funds that will be used annually to support directly or indirectly the operation of the Committee is \$24,000. This includes \$12,000 paid from the Regional Research Fund for travel and per diem expenses for Committee members and for meetings and other travel performed in support of the Committee's operation; and \$12,000 for Cooperative Research staff's time and expenses incurred annually in assisting in the operation of the Committee, including preparation for and attendance at the meetings. The estimated man-years for Department personnel is 0.25.

The estimated expenses that will be paid annually by sources outside the Government, including, but not limited to, expenses borne by the Committee members or other individuals, such as their employers, corporations, organizations, associations, or labor organizations, is \$16,000.

Secretary's Memorandum No. 1783 of March 4, 1977, is hereby superseded. This memorandum also serves as a charter for the Committee.

A large, stylized handwritten signature in dark ink, which appears to read "Earl H. Butz". The signature is written over a faint, larger version of the same signature.

Secretary of Agriculture

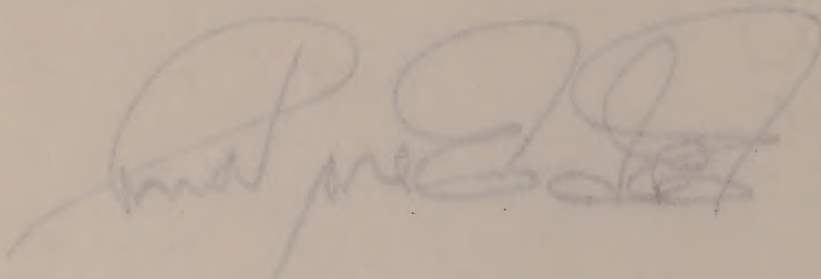
The Secretary, or Deputy Director of Cooperative Research on his behalf, is the official of the U. S. Department of Agriculture to whom the Committee reports its recommendations. Cooperative Research provides a recording Secretary and maintains files for the Committee.

The estimated annual operating cost, developed pursuant to section 9(c)(6) of the Federal Advisory Committee Act, is estimated at \$40,000, which is inclusive of all private and public monies to be spent by or on behalf of the Committee of Nine.

The estimated amount of Federal funds that will be used annually to support directly or indirectly the operation of the Committee is \$26,000. This includes \$15,000 paid from the National Research Fund for travel and per diem expenses for Committee members and for meetings and other travel performed in support of the Committee's operation; and \$12,000 for Cooperative Research staff's time and expenses incurred annually in assisting in the operation of the Committee, including preparation for and attendance at the meetings. The estimated man-years for department personnel is 0.25.

The estimated expenses that will be paid annually by sources outside the Government, including, but not limited to, expenses borne by the Committee members or other individuals, such as their employers, corporations, organizations, associations, or labor organizations, is \$16,000.

Secretary's Memorandum No. 1583 of March 9, 1977, is hereby suggested. This memorandum also serves as a charter for the Committee.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 23, 1972.

SECRETARY'S MEMORANDUM NO. 1784

National Horse Industry Advisory Committee

The Department of Agriculture has need to draw on the knowledge and experience of people in the horse industry in carrying out its various programs affecting that industry.

To accomplish this, I hereby establish a National Horse Industry Advisory Committee. The Committee will meet at the call of the Chairman. The Committee shall terminate two years after the date of this memorandum. Establishment of this Committee is in the public interest in connection with the performance of duties conferred on this Department by law.

The functions of this Committee shall be to advise the Secretary and other officials on research, disease control, educational programs and other activities and programs of the Department affecting horse producers, owners, users and other aspects of the horse industry.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Under Secretary will be Chairman, the Director of the Science and Education Staff will be Vice Chairman, and the Executive Secretary will be a member of the staff of the Extension Service.

Earl H. Butz

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

June 23, 1935

1384 SECRETARY'S MEMORANDUM NO.

National Horse Industry Advisory Committee

The Department of Agriculture has need to draw on the knowledge and experience of people in the horse industry in carrying out its various programs affecting that industry.

To accomplish this, I hereby establish a National Horse Industry Advisory Committee. The Committee will meet at the call of the Chairman. The Committee shall terminate two years after the date of this memorandum. Establishment of this Committee is in the public interest in connection with the performance of duties conferred on this Department by law.

The functions of this Committee shall be to advise the Secretary and other officials on research, disease control, educational programs and other activities and programs of the Department affecting horse producers, owners, users and other aspects of the horse industry.

Members will be appointed by the Secretary. Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Under Secretary will be Chairman, the Director of the Science and Education Staff will be Vice Chairman, and the Executive Secretary will be a member of the staff of the Extension Service.

Paul H. Ratz

COMMITTEE ON HORSE INDUSTRY

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 19, 1973.

SECRETARY'S MEMORANDUM NO. 1784, SUPPLEMENT 1

National Horse Industry Advisory Committee

This memorandum amends Secretary's Memorandum No. 1784, dated June 23, 1972, adding the following provisions.

The Committee reports to the Secretary of Agriculture.

The duties of the Committee could not reasonably be completed in less than two years from the date of Secretary's Memorandum No. 1784.

Cost of Committee operation shall be shared equally between the Extension Service, Agricultural Research Service, and Animal and Plant Health Inspection Service.

Estimated annual operating costs of the Committee are \$12,000 and .3 man-years of staff support. It is estimated that the Committee will not meet more than twice a year.

Necessary support for the Committee is provided by the Office of Science and Education.

Earl L. Butz

Earl L. Butz

Secretary of Agriculture

COMMITTEES

(Horse Industry National Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 19, 1973

SECRETARY'S MEMORANDUM NO. 1784, SUPPLEMENT I

National Horse Industry Advisory Committee

This memorandum amends Secretary's Memorandum No. 1784, dated June 23, 1971, adding the following provisions.

The Committee reports to the Secretary of Agriculture.

The duties of the Committee could not reasonably be completed in less than two years from the date of Secretary's Memorandum No. 1784.

Cost of Committee operation shall be shared equally between the Extension Service, Agricultural Research Service, and Animal and Plant Health Inspection Service.

Estimated annual operating costs of the Committee are \$12,000 and .3 man-years of staff support. It is estimated that the Committee will not meet more than twice a year.

Necessary support for the Committee is provided by the Office of Science and Education.

Handwritten signature

COMMITTEE



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 7, 1972.

SECRETARY'S MEMORANDUM NO. 1785

USDA Management Review and Improvement Program

The President's goals to improve management and increase the program effectiveness of Federal agencies are well known. In furtherance of these goals the Office of Management and Budget has established the Governmentwide Management Review and Improvement Program through its Circular No. A-44, revised May 24, 1972.

We must support these efforts and help achieve the President's goals. Together, I know that we can continue the effort to deliver government services to the American people with increased effectiveness and efficiency.

This memorandum establishes the USDA Management Review and Improvement Program in response to Circular No. A-44. I have delegated to the Assistant Secretary for Administration coordinating responsibilities for this program. He will establish program procedures; oversee the selection of nominees for Presidential Management Improvement Awards; prepare the Department's Annual Management Report for submission to the President and issue instructions for the USDA Management Review and Improvement Program.

This memorandum is effective immediately.

Earl L. Butz

Secretary of Agriculture



July 1, 1972

SECRETARY'S MEMORANDUM NO. 7712

USDA Management Review and Improvement Program

The President's goals to improve management and increase the program effectiveness of Federal agencies are well known. In furtherance of these goals the Office of Management and Budget has established the Governmentwide Management Review and Improvement Program through its Circular No. A-54, revised May 24, 1972.

We must support these efforts and help achieve the President's goals. Together, I know that we can continue the effort to deliver government services to the American people with increased effectiveness and efficiency.

This memorandum established the USDA Management Review and Improvement Program in response to Circular No. A-54. I have delegated to the Assistant Secretary for Administration coordinating responsibilities for this program. He will establish program procedures, oversee the selection of nominees for Presidential Management Awards, prepare the Department's Annual Management Report for submission to the President and issue instructions for the USDA Management Review and Improvement Program.

This memorandum is effective immediately.

Secretary of Agriculture



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 7, 1972.

SECRETARY'S MEMORANDUM NO. 1785, SUPPLEMENT 1

USDA Management Review and Improvement Program

Secretary's Memorandum No. 1785 delegates to me the responsibilities for coordination of the USDA Management Review and Improvement Program (MRIP). These responsibilities are outlined in that memorandum and in Paragraph 7 of OMB Circular No. A-44, revised May 24, 1972.

I hereby delegate the following MRIP responsibilities to the Director, Office of Information Systems:

1. Administer the overall program.
2. Issue instructions and guidelines for program development and reporting.
3. Prepare the Secretary's Annual Management Report.
4. Assist agencies and offices in developing their internal MRI programs and preparing their annual Management Reports.
5. Work closely with the staff offices and agencies in various aspects of responsibility including:
 - a. Office of Planning and Evaluation - selection of priority improvement projects.
 - b. Office of Budget and Finance - Financial accomplishments and plans and validation of cost reductions.
 - c. Office of Personnel - Nominees for Presidential Management Improvement Awards.



July 1, 1977

SECRETARY, AGRICULTURE NO. 1787, DEPARTMENT 1

RE: REQUEST FOR AGRICULTURAL RESEARCH

Enclosed for the Secretary of the Department of Agriculture are two copies of the report of the Committee on the Status of the Department of Agriculture, dated July 1, 1977, and a copy of the report of the Committee on the Status of the Department of Agriculture, dated July 1, 1977.

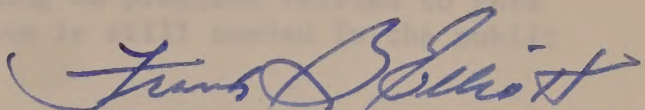
I hereby designate the following as the responsible official to the Secretary of the Department of Agriculture:

1. Assistant Secretary for the overall program.
2. Assistant Secretary for the overall program and for the overall program and for the overall program.
3. Assistant Secretary for the overall program and for the overall program.
4. Assistant Secretary for the overall program and for the overall program.
5. Assistant Secretary for the overall program and for the overall program.
6. Assistant Secretary for the overall program and for the overall program.
7. Assistant Secretary for the overall program and for the overall program.
8. Assistant Secretary for the overall program and for the overall program.
9. Assistant Secretary for the overall program and for the overall program.
10. Assistant Secretary for the overall program and for the overall program.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

The above mentioned staff offices, other staff officials and agencies heads will cooperate with OIS in developing a meaningful Management Review and Improvement program and preparing a valid and creditable annual Management Report for the Secretary to submit to the Office of the President

This memorandum is effective immediately.



FRANK B. ELLIOTT
Assistant Secretary
for Administration

A similar Advisory Committee was established by Secretary's Memorandum 1650, dated February 17, 1970. The experience and knowledge of producers and representatives of the livestock industry represented on this Committee has been of exceptional value in working on problems related to this industry. Therefore, as this Committee is still needed in the public interest, it is hereby reestablished.

The function of this Committee shall be to advise the Department regarding development of Departmental policies, rules and regulations and other matters of mutual interest to the government and the livestock industry. This may include advice on regulatory and marketing problems, including those which affect wholesomeness and quality of products to be sold to the consumer.

The Committee shall commence two years from the date of this Memorandum. It will meet at the request of the Chairman. Committee members will be eligible for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Assistant Secretary for Marketing and Consumer Services will be Chairman. The Administrator of the Animal and Plant Health Inspection Service will be Vice-Chairman. A member of the Agricultural Marketing Service will serve as Executive Secretary for the Committee.

Committee members will be appointed by the Secretary. Membership on the Committee may include but not be limited to the following: breeders, producers, handlers, packers, distributors, retailers, consumers, and technical personnel from Land-Grant Colleges.

Secretary's Memorandum 1650, dated February 17, 1970, is hereby superseded.



The above mentioned staff officers, other staff officials and agencies heads will cooperate with OLS in developing a meaningful management review and improvement program and preparing a valid and reliable annual management report for the Secretary to submit to the Office of the President.

This memorandum is effective immediately.



JAMES A. ELLIOTT
Assistant Secretary
For Administration

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

July 10, 1972..

SECRETARY'S MEMORANDUM NO. 1786

Broiler Advisory Committee

A Broiler Advisory Committee was established by Secretary's Memorandum 1680, dated February 17, 1970. The experience and knowledge of producers and representatives of the broiler industry represented on this Committee has been of exceptional value in working on problems related to this industry. Therefore, as this Committee is still needed in the public interest, it is hereby reestablished.

The function of this Committee shall be to counsel and advise the Department regarding development of Departmental programs, legislation, rules and regulations and other matters of mutual interest to the government and the broiler industry. This may include advice on regulatory and marketing problems, including those which affect wholesomeness and quality of products to be sold to the consumer.

The Committee shall terminate two years from the date of this Memorandum. It will meet at the request of the Chairman. Committee members will be eligible for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Assistant Secretary for Marketing and Consumer Services will be Chairman. The Administrator of the Animal and Plant Health Inspection Service will be Vice-Chairman. A member of the Agricultural Marketing Service will serve as Executive Secretary for the Committee.

Committee members will be appointed by the Secretary. Membership on the Committee may include but not be limited to the following: broiler producers, handlers, packers, distributors, retailers, consumers, and technical personnel from Land-Grant Colleges.

Secretary's Memorandum 1680, dated February 17, 1970, is hereby superseded.

Earl L. Butz

COMMITTEES

(Broiler Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

July 10, 1970

SECRETARY'S MEMORANDUM NO. 178
Broiler Advisory Committee

A Broiler Advisory Committee was established by Secretary's Memorandum 1680, dated February 17, 1970. The experience and knowledge of producers and representatives of the broiler industry represented on this Committee has been of exceptional value in working on problems related to this industry. Therefore, as this Committee is still needed in the public interest, it is hereby reestablished.

The function of this Committee shall be to counsel and advise the Department regarding development of Departmental programs, legislation, rules and regulations and other matters of mutual interest to the government and the broiler industry. This may include advice on regulatory and marketing problems, including those which affect wholesomeness and quality of products to be sold to the consumer.

The Committee shall terminate two years from the date of this Memorandum. It will meet at the request of the Chairman. Committee members will be eligible for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Assistant Secretary for Marketing and Consumer Services will be Chairman. The Administrator of the Animal and Plant Health Inspection Service will be Vice-Chairman. A member of the Agricultural Marketing Service will serve as Executive Secretary for the Committee.

Committee members will be appointed by the Secretary. Membership on the Committee may include but not be limited to the following: broiler producers, handlers, packers, distributors, retailers, consumers, and technical personnel from Land-Grant Colleges.

Secretary's Memorandum 1680, dated February 17, 1970, is hereby superseded.

Paul L. Buttz

COMMITTEE

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

October 3, 1973.

SECRETARY'S MEMORANDUM NO. 1786
RESCISSION NOTICE

Broiler Advisory Committee

The Broiler Advisory Committee was reconstituted on July 10, 1972. A review has determined that the Committee is no longer necessary and therefore it is terminated.

Secretary's Memorandum No. 1786 dated July 10, 1972, is hereby rescinded.

Earl L. Butz

Earl L. Butz
Secretary

MEMORANDUM. Members, not to exceed 15 in number, shall be appointed by the Secretary to serve staggered three-year terms. Membership selection, provided by P.L. 92-196, shall be as follows:

1. A member to represent each of the Counties of Clatsop, Douglas, and Lane, in which a portion of the recreation area is located, each such appointment to be designated by the respective governing body of the county involved.
2. A member appointed to represent the State of Oregon, who shall be designated by the Governor of Oregon.
3. Members, not to exceed six, appointed by the Secretary from among persons, who, individually or through association with national or local organizations, have an interest in the administration of the recreation area.

COMMITTEES

(Broiler Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

October 3, 1973

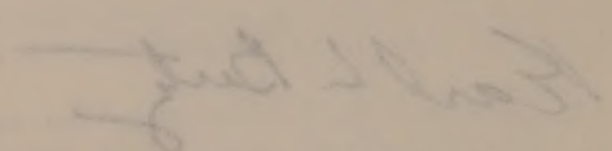
SECRETARY'S MEMORANDUM NO. 1788
ASSISTANT SECRETARY

Grain Advisory Committee

1 - Review

The Grain Advisory Committee was reconstituted on July 10, 1973. A review has determined that the Committee is no longer necessary and therefore it is terminated.

Secretary's Memorandum No. 1788 dated July 10, 1973, is hereby rescinded.



Earl J. Butz
Secretary

COMPUTER



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 13, 1972.

SECRETARY'S MEMORANDUM NO. 1787

Oregon Dunes National Recreation Area Advisory Council

Public Law 92-260, March 23, 1972, established the Oregon Dunes National Recreation Area and directs the Secretary of Agriculture to establish an advisory council for the purpose of obtaining the advice of informed, leading citizens on matters relating to the management and development of the recreation area.

Accordingly, I hereby establish the Oregon Dunes National Recreation Area Advisory Council. Establishment of this committee is in the public interest in connection with the performance of duties and responsibilities of the Department and the Forest Service imposed by the law establishing the Oregon Dunes National Recreation Area.

FUNCTION. The function of the Council shall be to consider broad questions of policy, programs, and procedures affecting the administration of Forest Service activities on the Oregon Dunes National Recreation Area, and to give the Secretary, through the Forest Supervisor, Siuslaw National Forest, the benefit of its opinion. Responsibility for final decisions remains with the Secretary and Forest Service in accordance with existing laws and regulations.

MEMBERSHIP. Members, not to exceed 15 in number, shall be appointed by the Secretary to serve staggered three-year terms. Membership selection, provided by P.L. 92-260, shall be as follows:

1. A member to represent each of the Counties of Coos, Douglas, and Lane, in which a portion of the recreation area is located, each such appointee to be designated by the respective governing body of the county involved.
2. A member appointed to represent the State of Oregon, who shall be designated by the Governor of Oregon.
3. Members, not to exceed eleven, appointed by the Secretary from among persons, who, individually or through association with national or local organizations, have an interest in the administration of the recreation area.

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250



July 13, 1972

SECRETARY'S MEMORANDUM NO. 177

Oregon Times National Recreation Area Advisory Council

Public Law 92-200, March 23, 1972, established the Oregon Times National Recreation Area and directs the Secretary of Agriculture to establish an advisory council for the purpose of obtaining the advice of interested, leading citizens on matters relating to the management and development of the recreation area.

Accordingly, I hereby establish the Oregon Times National Recreation Area Advisory Council. Membership of this council is to be the public interest in connection with the performance of duties and responsibilities of the Department and the Forest Service in regard to the management and development of the Oregon Times National Recreation Area.

FUNCTIONS. The function of the Council shall be to consider broad questions of policy, program, and procedure affecting the administration of forest service activities on the Oregon Times National Recreation Area, and to give the Secretary, through the Forest Supervisor, timely National Forest, the benefit of its opinion. Responsibility for final decisions remains with the Secretary and Forest Service in accordance with existing laws and regulations.

MEMBERSHIP. Members, not to exceed 15 in number, shall be appointed by the Secretary to serve staggered three-year terms. Membership selection, provided by P.L. 92-200, shall be as follows:

1. A member to represent each of the Counties of Coos, Douglas, and Lane, in which a portion of the recreation area is located, each such appointment to be designated by the respective governing body of the county involved.
2. A member appointed to represent the State of Oregon, who shall be designated by the Governor of Oregon.
3. Members, not to exceed eleven, appointed by the Secretary from among persons, who, individually or through association with national or local organizations, have an interest in the administration of the recreation area.

The Secretary shall designate one Council member to be chairman. The Forest Service will provide an Executive Secretary to coordinate the business of the Council.

MEETINGS. The committee shall meet twice annually, at the call of the Chairman after consultation with the Forest Supervisor. Special meetings may be scheduled. Meeting agendas will be prepared by the Executive Secretary and will be jointly developed with the Council Chairman. Meetings will be open to the public.

FUNDING. Members shall serve without pay, but with reimbursement for travel expenses. Secretarial and staff support will be provided by the Forest Service.

Earl L. Butz

Secretary of Agriculture

OBJECTIVE. The objective of the Department Pesticide Committee is to coordinate the safe and efficient use of pesticides within national environmental policies.

FUNCTIONS. The committee will advise the Secretary and, where appropriate, lead and conduct multiagency and Department level studies to develop information and make reports and recommendations regarding pesticide use. The committee shall have the following responsibilities:

- A. Review, evaluate, and recommend research, education, and information programs on pests and their control. Emphasis will be placed on the needs to adequately implement pest control, regulatory, and quarantine programs for which the Department is responsible.
- B. Review all Department programs on pests and their control periodically and recommend whether they should be:
 1. Continued and currently operated;
 2. Continued with certain modifications; or
 3. Discontinued.

COMMITTEES (Pesticides)

The Secretary shall designate one Council member to be chairman.
The Forest Service will provide an Executive Secretary to coordinate
the business of the Council.

MEETINGS. The committee shall meet twice annually, at the call of
the Chairman after consultation with the Forest Supervisor. Special
meetings may be scheduled. Meeting agendas will be prepared by the
Executive Secretary and will be jointly developed with the Council
Chairman. Meetings will be open to the public.

FUNDING. Members shall serve without pay, but with reimbursement for
travel expenses. Secretarial and staff support will be provided by
the Forest Service.

Paul L. Butz

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

July 26, 1972..

SECRETARY'S MEMORANDUM NO. 1788

Department Pesticide Committee

This memorandum continues within the Department of Agriculture a Department Pesticide Committee. The primary function of the standing committee is to coordinate the Department's interests and responsibilities in the use of pesticides and their effects upon the environment.

BACKGROUND. The Department Pesticide Committee was originally established to review and coordinate the Department's pesticide activities. Since that time there has been an increased concern about the environment which increases the need for coordination of the pesticide activities both within the Department and with other agencies.

OBJECTIVE. The objective of the Department Pesticide Committee is to coordinate the safe and efficient use of pesticides within national environmental policies.

FUNCTIONS. The committee will advise the Secretary and, where appropriate, lead and conduct multiagency and Department level studies to develop information and make reports and recommendations regarding pesticide use. The committee shall have the following responsibilities:

- A. Review, evaluate, and recommend research, education, and information programs on pests and their control. Emphasis will be placed on the needs to adequately implement pest control, regulatory, and quarantine programs for which the Department is responsible.
- B. Review all Department programs on pests and their control periodically and recommend whether they should be:
 - 1. Continued and currently operated;
 - 2. Continued with certain modifications; or
 - 3. Discontinued.

COMMITTEES

(Pesticide)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

MEMORANDUM FOR THE SECRETARY

Domestic Agricultural Conservation

The Department has been studying the problem of domestic agricultural conservation for some time. The study has been conducted in cooperation with the National Academy of Sciences and the National Academy of Arts and Letters. The study has been completed and the results are being presented to you for your consideration.

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1. Review, evaluate, and recommend to the Secretary, the National Academy of Sciences, and the National Academy of Arts and Letters, the results of the study. The study has been completed and the results are being presented to you for your consideration.

2. Review all reports and proposals by groups and individuals, periodically and recommend to the Secretary the results of the study.

1. Conservation and resource management
2. Conservation and resource management
3. Conservation and resource management

- C. Coordinate the safe and efficient use of pesticides which include those used on all Federal and cooperative Federal-State programs to insure adequate supply of food and fiber and the protection of the public health, wildlife, soil, water, forest, and other natural resources of the nation.
- D. Develop and review programs designed to measure the possible effects of agricultural use of pesticides on the total environment.
- E. Maintain liaison, exchange information, cooperate and coordinate activities with the Federal Committee on Pest Control and other mechanisms established to provide Departmental and Interdepartmental coordination of research, regulatory, extension, education and information programs.
- F. Review, approve, and consult with other agencies on the emergency use of chemical toxicants as prescribed in Executive Order 11643.

COMMITTEE STRUCTURE.

Chairman ----- Science and Education Staff

Member Agencies

- | | | |
|-------|---|---|
| APHIS |) | 1. Each agency head shall designate a member of his immediate staff and an alternate who shall participate fully in committee activities and have authority to speak for their agency on day to day pest control matters. |
| ARS |) | |
| ASCS |) | |
| AMS |) | |
| CSRS |) | |
| ERS |) | 2. Agency representatives shall provide or arrange for information and staff assistance for the committee as may be needed to effectively deal with Department level or interagency activities and reports involving the programs and responsibilities of their agencies. |
| ES |) | |
| FAS |) | |
| FNS |) | |
| FS |) | |
| INF |) | |
| NAL |) | |
| SCS |) | |

Associate Agencies

- | | | |
|------|---|--|
| B&F |) | 1. Each agency head shall designate a member |
| OGC |) | of his staff to assist the committee as |
| OP |) | needed and to participate in committee |
| OP&O |) | meetings upon request. |
| S&ES |) | |

From time to time other agencies of the Department may be asked to attend committee meetings and advise on items of significance to such agencies.

Earl L. Butz

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

July ³¹~~26~~, 1972..

SECRETARY'S MEMORANDUM NO. 1788, SUPPLEMENT 1

Department Pesticide Committee

Secretary's Memorandum No. 1788 continues the Department Pesticide Committee with the chairman to be from the Science and Education Staff. The Pesticides coordinator shall act as chairman of the committee under the direction of the Assistant Director of Science and Education. The Assistant Director of Science and Education shall act as chairman of the committee in the absence of the Pesticides coordinator.

Carl L. Butz

Ned D. Baugh

COMMITTEES (Pesticide)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 3, 1972.

SECRETARY'S MEMORANDUM NO 1789

Reporting Bribery or Attempted Bribery of Department Employees

This memorandum provides new procedures, applicable to all Agencies and employees of this Department, for reporting information regarding bribery or attempted bribery of any Department employee. These procedures are effective immediately. Pertinent sections of the Administrative Regulations will be revised in the near future.

BACKGROUND. Bribery can include the offering, giving, receiving, or soliciting of anything of value to influence an official act of the employee. Bribery and attempted bribery of Department employees are serious violations of Federal laws. Such offenses undermine the integrity of the Department and destroy public confidence. When an offer of a bribe is not reported, but merely refused, the individual making the offer is left free to seek out another, possibly less resolute employee to corrupt.

The Attorney General recently pointed out that the most effective deterrent to such crimes is successful prosecution of the violators. He recommended that this Department ensure that all violations are reported in such a manner as to optimize the chances of successful investigation and prosecution.

The Federal Bureau of Investigation is responsible for investigating allegations of bribery and attempted bribery of Department employees and the Department of Justice is responsible for prosecuting such cases. Representatives of both emphasized the need for keeping reports of alleged bribery or attempted bribery confidential and for ensuring proper referral of such reports to the FBI. They pointed out that reporting bribery information through normal supervisory channels can compromise the confidentiality of such information and cause delays which can jeopardize the investigation. They suggested that all such information in this Department be reported directly to The Office of the Inspector General (OIG).

POLICY. Any employee who is offered a bribe or who believes that a bribe was offered to, solicited by, or accepted by another employee will immediately report that information directly to OIG. Any official of this

PERSONNEL 3

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 3, 1972

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POLICY. Any employee who is offered a bribe or who believes that a bribe was offered to, solicited by, or accepted by another employee will immediately report that information directly to OIG. Any official of this

2.

Department who receives such information, not previously reported, will immediately report it to OIG. OIG will evaluate the information and expeditiously refer to the FBI any case which appears sufficiently definite to merit a bribery investigation.

WHERE AND HOW TO REPORT. The addresses, telephone numbers and territories of the OIG Regional Offices are listed in Attachment A. Reports should be made directly to either the Regional Inspector General or the Assistant Regional Inspector General for Investigations of the appropriate Regional Office, by the most expeditious means available.

PROCEDURES

Agencies. (1) Inform all employees who may possibly be offered a bribe or may reasonably be expected to learn of the bribery of another employee, of the reporting procedure required by this memorandum.

(2) Inform those employees of the addresses and telephone numbers of the OIG Regional Offices.

(3) Immediately inform OIG of any information or allegation pertaining to bribery or attempted bribery which comes to their attention.

(4) Direct all inquiries regarding such information or allegations to OIG.

(5) Do not disclose such information or allegation to anyone else without prior approval of OIG or the FBI.

Employees. (1) Immediately inform OIG of any information or allegations pertaining to bribery or attempted bribery. This includes situations where a forthright offer was not made, but it is suspected that the employee is being "felt out" or an offer of a bribe could reasonably be implied.

(2) Follow the instructions of OIG on what action to take to avoid jeopardizing any subsequent investigation.

(3) Do not disclose the information, or that it was reported to OIG, to anyone without the prior approval of OIG or the FBI.

Office of the Inspector General. (1) Evaluate each report received and advise the reporting employee of what to do to avoid jeopardizing any subsequent investigation.

(2) Expeditiously refer to the FBI any case where the information is sufficiently definite to merit a bribery or attempted bribery investigation.

Department who receives such information, not previously reported, will immediately report it to OIG. OIG will evaluate the information and expeditiously refer to the FBI any case which appears sufficiently definite to merit a bribery investigation.

WHERE AND HOW TO REPORT. The addresses, telephone numbers and territories of the OIG Regional Offices are listed in Attachment A. Reports should be made directly to either the Regional Inspector General or the Assistant Regional Inspector General for Investigations of the appropriate Regional Office, by the most expeditious means available.

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(2) Inform those employees of the addresses and telephone numbers of the OIG Regional Offices.

(3) Immediately inform OIG of any information or allegation pertaining to bribery or attempted bribery which comes to their attention.

(4) Direct all inquiries regarding such information or allegations to OIG.

(5) Do not disclose such information or allegations to anyone else without prior approval of OIG or the FBI.

Employees. (1) Immediately inform OIG of any information or allegations pertaining to bribery or attempted bribery. This includes situations where a fortnight offer was not made, but it is suspected that the employee is being "fobbed off" or an offer of a bribe could reasonably be implied.

(2) Follow the instructions of OIG on what action to take to avoid jeopardizing any subsequent investigation.

(3) Do not disclose the information, or that it was reported to OIG, to anyone without the prior approval of OIG or the FBI.

Office of the Inspector General. (1) Evaluate each report received and advise the reporting employee of what to do to avoid jeopardizing any subsequent investigation.

(2) Expeditiously refer to the FBI any case where the information is sufficiently definite to merit a bribery or attempted bribery investigation.

In situations where the bribery or attempted bribery is not obviously imminent, sound investigative policy may require that OIG consult initially with the appropriate United States Attorney, the Criminal Division of the Department of Justice and/or the FBI in order to determine what course is the most appropriate to take.

(3) Inform the head of the Agency, appropriate Assistant Secretary or Director, and wherever deemed necessary, the Secretary. Further dissemination will be made with the concurrence of the FBI.

Earl L. Butz

- | | | |
|---|---|-------------------|
| 1 | Room 401 - Federal Center Building
Washington, D.C. 20540
(Territory: District of Columbia, Delaware, Maryland, Virginia, and West Virginia) | 202-4743
(202) |
| 2 | Room 900 - 1447 Peachtree Street, N.E.
Atlanta, Georgia 30309
(Territory: South Carolina, North Carolina, Florida, Georgia, Alabama, Tennessee, Mississippi, Puerto Rico, and Virgin Islands) | 404-5151
(404) |
| 3 | Room 800 - 1 North Wacker Drive
Chicago, Illinois 60601
(Territory: Illinois, Indiana, Kentucky, Michigan, Wisconsin, and Minnesota) | 312-4102
(312) |
| 4 | 2918 S. General Bruce Drive
Temple, Texas 76701
(Territory: Louisiana, Texas, Oklahoma, New Mexico, and Arkansas) | 714-1111
(817) |
| 5 | Office Address: 8930 Ward Parkway
Mailing Address: Post Office Box 295,
Kansas City, Missouri 64141
(Territory: Missouri, Kansas, Nebraska, Iowa, South Dakota, and North Dakota) | 361-6134
(816) |
| 6 | 335 Battery Street, Room 322
San Francisco, California 94111
(Territory: California, Idaho, Nevada, Montana, Arizona, Oregon, Utah, Hawaii, Alaska, Washington, Wyoming, Colorado, Trust Territories of the Pacific, and Territory of Guam) | 354-4244
(415) |

In situations where the bribery or attempted bribery is not obviously imminent, sound investigative policy may require that OIG consult fully with the appropriate United States Attorney, the Criminal Division of the Department of Justice and/or the FBI in order to determine what course is the most appropriate to take.

(c) Inform the head of the Agency, appropriate Assistant Secretary or Director, and wherever deemed necessary, the Secretary. Further dissemination will be made with the concurrence of the FBI.

Paul L. Ruff

REGIONAL OFFICES OF THE OFFICE OF THE INSPECTOR GENERAL

<u>Region No.</u>	<u>Address and Territory</u>	<u>Telephone No.</u>
1	Room 1707 - 26 Federal Plaza New York, New York 10007 (Territory: Maine, New Hampshire, Vermont, Rhode Island, Massachusetts, Connecticut, New York, New Jersey, Pennsylvania, and Ohio)	264-8400 (212)
2	Room 422 - Federal Center Building Hyattsville, Maryland 20782 (Territory: District of Columbia, Delaware, Maryland, Virginia, and West Virginia)	388-8763 (202)
3	Room 900 - 1447 Peachtree Street, N.E. Atlanta, Georgia 30309 (Territory: South Carolina, North Carolina, Florida, Georgia, Alabama, Tennessee, Mississippi, Puerto Rico, and Virgin Islands)	526-5151 (404)
4	Room 800 - 1 North Wacker Drive Chicago, Illinois 60606 (Territory: Illinois, Indiana, Kentucky, Michigan, Wisconsin, and Minnesota)	353-1352 (312)
5	3916 S. General Bruce Drive Temple, Texas 76501 (Territory: Louisiana, Texas, Oklahoma, New Mexico, and Arkansas)	773-1311 (817)
6	<u>Office Address:</u> 8930 Ward Parkway <u>Mailing Address:</u> Post Office Box 205, Kansas City, Missouri 64141 (Territory: Missouri, Kansas, Nebraska, Iowa, South Dakota, and North Dakota)	361-6324 (816)
7	555 Battery Street, Room 522 San Francisco, California 94111 (Territory: California, Idaho, Nevada, Montana, Arizona, Oregon, Utah, Hawaii, Alaska, Washington, Wyoming, Colorado, Trust Territories of the Pacific, and Territory of Guam)	556-4244 (415)

VEGETATION SURVEY OF THE MOUNTAIN OF THE MOUNTAIN

Region No.	Vegetation and Topography	Vegetation No.
1	Zone 100 - 500 ft. above base New York, New York 1900 (1911)	100-100 (1911)
2	Zone 500 - 1000 ft. above base New York, New York 1900 (1911)	100-500 (1911)
3	Zone 1000 - 1500 ft. above base New York, New York 1900 (1911)	100-1000 (1911)
4	Zone 1500 - 2000 ft. above base New York, New York 1900 (1911)	100-1500 (1911)
5	Zone 2000 - 2500 ft. above base New York, New York 1900 (1911)	100-2000 (1911)
6	Zone 2500 - 3000 ft. above base New York, New York 1900 (1911)	100-2500 (1911)
7	Zone 3000 - 3500 ft. above base New York, New York 1900 (1911)	100-3000 (1911)
8	Zone 3500 - 4000 ft. above base New York, New York 1900 (1911)	100-3500 (1911)
9	Zone 4000 - 4500 ft. above base New York, New York 1900 (1911)	100-4000 (1911)
10	Zone 4500 - 5000 ft. above base New York, New York 1900 (1911)	100-4500 (1911)
11	Zone 5000 - 5500 ft. above base New York, New York 1900 (1911)	100-5000 (1911)
12	Zone 5500 - 6000 ft. above base New York, New York 1900 (1911)	100-5500 (1911)
13	Zone 6000 - 6500 ft. above base New York, New York 1900 (1911)	100-6000 (1911)
14	Zone 6500 - 7000 ft. above base New York, New York 1900 (1911)	100-6500 (1911)
15	Zone 7000 - 7500 ft. above base New York, New York 1900 (1911)	100-7000 (1911)
16	Zone 7500 - 8000 ft. above base New York, New York 1900 (1911)	100-7500 (1911)
17	Zone 8000 - 8500 ft. above base New York, New York 1900 (1911)	100-8000 (1911)
18	Zone 8500 - 9000 ft. above base New York, New York 1900 (1911)	100-8500 (1911)
19	Zone 9000 - 9500 ft. above base New York, New York 1900 (1911)	100-9000 (1911)
20	Zone 9500 - 10000 ft. above base New York, New York 1900 (1911)	100-9500 (1911)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 16, 1973.

SECRETARY'S MEMORANDUM NO. 1789, RESCISSION NOTICE

Reporting Bribery or Attempted Bribery of Department Employees

Secretary's Memorandum No. 1789, dated August 3, 1972, is now obsolete because it has been codified in the Administrative Regulations. The policies and procedures established by the memorandum are now in 8 AR 87 and 8 AR 104.

Earl L. Butz

Earl L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 15, 1972

SECRETARY'S MEMORANDUM NO. 1789, REVISION NOTICE

Reporting Bribery or Attempted Bribery of Department Employees

Secretary's Memorandum No. 1789, dated August 3, 1972, is now
obsolete because it has been codified in the Administrative
Regulations. The policies and procedures established by the
memorandum are now in 8 AR 87 and 8 AR 104.

Paul L. Bryant
Paul L. Bryant
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

August 28, 1972.

SECRETARY'S MEMORANDUM NO. 1790

National Arboretum Advisory Council

Public Law 799, 69 Congress (20 U.S.C. 191-194), establishing the National Arboretum, also authorized the Secretary of Agriculture to create an advisory council in relation to the plan and development of the Arboretum. This Council was established by Secretary's Memorandum No. 1702, Revised, of October 20, 1970. Its purpose is to counsel and advise the Department on the most critical needs and to suggest methods of accomplishing the Arboretum's immediate and long-term objectives in the area of research and public education programs.

Since continuation of the Council is in the public interest in connection with the performance of duties and responsibilities of the Department, this Council is hereby reestablished.

The Council, to be appointed by the Secretary, will include representatives of national organizations interested in the work of the National Arboretum. The Council shall be in existence for a two-year period from the date of this Memorandum. Funds will be available for reimbursement of travel and per diem expenses of Council members in accordance with applicable statutes and regulations.

A chairman and vice-chairman of the Council will be designated by the Secretary. The Assistant Administrator, Plant and Entomological Sciences, Agricultural Research Service, will be executive secretary of the Council.

Secretary's Memorandum No. 1702, Revised, dated October 20, 1970, is hereby superseded.

Earl L. Butz

COMMITTEES

(National Arboretum Advisory Council)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

August 10, 1970

SECRETARY'S MEMORANDUM NO. 1790

National Arboretum Advisory Council

Public Law 795, 89 Congress (20 U.S.C. 191-194), establishing the National Arboretum, also authorized the Secretary of Agriculture to create an advisory council in relation to the plan and development of the Arboretum. This Council was established by Secretary's Memorandum No. 1702, Revised, of October 20, 1970. Its purpose is to counsel and advise the Department on the most critical needs and to suggest methods of accomplishing the Arboretum's immediate and long-term objectives in the area of research and public education programs.

Since continuation of the Council is in the public interest in connection with the performance of duties and responsibilities of the Department, this Council is hereby reestablished.

The Council, to be appointed by the Secretary, will include representatives of national organizations interested in the work of the National Arboretum. The Council shall be in existence for a two-year period from the date of this Memorandum. Funds will be available for reimbursement of travel and per diem expenses of Council members in accordance with applicable statutes and regulations.

A chairman and vice-chairman of the Council will be designated by the Secretary. The Assistant Administrator, Plant and Entomological Sciences, Agricultural Research Service, will be executive secretary of the Council.

Secretary's Memorandum No. 1702, Revised, dated October 20, 1970, is hereby superseded.

COMMITTEES

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 4, 1973.

SECRETARY'S MEMORANDUM NO. 1790 - SUPPLEMENT 1

National Arboretum Advisory Council

Secretary's Memorandum No. 1790, dated August 28, 1972, is amended to include information required by Public Law 92-463, the Federal Advisory Committee Act, dated October 6, 1972.

The Council reports to the Secretary of Agriculture (through the Administrator, ARS, and the Director of Science and Education).

Support for the Council is furnished by the National Arboretum, Agricultural Research Service, U. S. Department of Agriculture.

The Council has advisory responsibilities relating to periodic reviews of the Arboretum's present and future development programs, to the monitoring and guidance of its research and educational projects, and to the formulation of recommendations designed to suitably orient these programs in terms of material needs.

The Council will meet annually. The estimated annual operating costs are \$3,800 (travel and per diem), and 1/4 man-year for Council and support help.

Earl L. Butz

Membership on the Committee may be limited to the following: rice producers, handlers, shippers, millers, exporters, brokers, and processors.

Secretary's Memorandum 1981, dated March 11, 1970, is hereby superseded.

Earl Butz

COMMITTEES

(National Arboretum Advisory Council)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 4, 1978

SECRETARY'S MEMORANDUM NO. 1790 - SUPPLEMENT 1

National Arboretum Advisory Council

Secretary's Memorandum No. 1790, dated August 28, 1973, is amended to include information required by Public Law 92-403, the Federal Advisory Committee Act, dated October 6, 1972.

The Council reports to the Secretary of Agriculture (through the Administrator, ARS, and the Director of Science and Education).

Support for the Council is furnished by the National Arboretum, Agricultural Research Service, U. S. Department of Agriculture.

The Council has advisory responsibilities relating to periodic reviews of the Arboretum's present and future development programs, to the monitoring and guidance of its research and educational projects, and to the formulation of recommendations designed to suitably orient these programs in terms of national needs.

The Council will meet annually. The estimated annual operating costs are \$3,800 (travel and per diem), and 1 1/2 man-years for Council and support help.

Paul I. King

COMMITTEE (National Arboretum Advisory Council)



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

September 29, 1972.

SECRETARY'S MEMORANDUM NO. 1791

Rice Inspection Industry Advisory Committee

A Rice Inspection Industry Advisory Committee was established by Secretary's Memorandum 1681, dated March 11, 1970. The experience and knowledge of producers and representatives of the rice industry on this Committee has been of exceptional value in working on problems related to this industry. Therefore, as this Committee is still needed in the public interest, it is hereby reestablished.

The function of this Committee shall be to counsel and advise the Department in implementing the rice standards and inspection provisions of section 203 of the Agricultural Marketing Act of 1946, as amended; to confer with appropriate officials of the Department and the industry; and to make recommendations relative to the development and improvement of standards and of inspection provisions for rice.

The Committee shall terminate two years from the date of this Memorandum. It will meet at the request of the Chairman. Committee members will be eligible for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Assistant Secretary for Marketing and Consumer Services will be Chairman. The Director of the Grain Division, Agricultural Marketing Service, will be Vice Chairman, and the Chief of the Program Analysis Group, Grain Division, Agricultural Marketing Service will serve as Executive Secretary for the Committee.

Committee members will be appointed by the Secretary. Membership on the Committee may include but not be limited to the following: rice producers, handlers, driers, millers, exporters, brokers, and processors.

Secretary's Memorandum 1681, dated March 11, 1970, is hereby superseded.

Earl L. Batz

J. Phil Campbell

COMMITTEES (Rice Inspection Industry Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

September 29, 1972

SECRETARY'S MEMORANDUM NO. 1771

Rice Inspection Industry Advisory Committee

A Rice Inspection Industry Advisory Committee was established by Secretary's Memorandum 1681, dated March 11, 1970. The experience and knowledge of producers and representatives of the rice industry on this Committee has been of exceptional value in working on problems related to this industry. Therefore, as this Committee is still needed in the public interest, it is hereby reestablished.

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The Committee shall terminate two years from the date of this Memorandum. It will meet at the request of the Chairman. Committee members will be eligible for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department of Agriculture.

The Assistant Secretary for Marketing and Consumer Services will be Chairman. The Director of the Grain Division, Agricultural Marketing Service, will be Vice Chairman, and the Chief of the Program Analysis Group, Grain Division, Agricultural Marketing Service will serve as Executive Secretary for the Committee.

Committee members will be appointed by the Secretary. Membership on the Committee may include but not be limited to the following: rice producers, handlers, drivers, millers, exporters, brokers, and processors.

Secretary's Memorandum 1681, dated March 11, 1970, is hereby superseded.

Carroll



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

October 5, 1972.

SECRETARY'S MEMORANDUM NO. 1792

National Rural Fire Defense Committee

This memorandum authorizes continuation of the National Rural Fire Defense Committee for a two year period from the date of this memorandum. Continuation of the committee is in the public interest in connection with the rural fire defense responsibilities of the Forest Service, Department of Agriculture. The function of the committee is to advise the Chief, Forest Service, in rural fire defense planning at the national level.

BACKGROUND. This committee was initially established at the direction of the Secretary on July 25, 1955.

MEMBERSHIP. The committee shall be composed as follows:

Chairman - Director of Fire Control, Forest Service, USDA
Vice Chairman - Director of Cooperative Forest Fire Control,
Forest Service, USDA
Executive Secretary - Forester, Division of Fire Control,
Forest Service, USDA
Members: Civil Defense Coordinator, Forest Service, USDA
Chief, Division of Fire Control, Bureau of Land
Management, USDI
Extension Forester, Extension Service, USDA
Representative, Association of State Foresters
Liaison Representative (non-voting) - Office of Civil
Defense, DOD

The one public member of the committee is selected by the Association of State Foresters as its representative.

MEETINGS. The committee will meet at least annually at the call of the Chairman.

FUNDING. The expenses of the committee will be covered by regular Forest Service appropriations.

J. Phil Campbell

Acting Secretary of Agriculture

COMMITTEES

(Rural Fire Defense, National)

SECRETARY'S MEMORANDUM NO. 1

National Rural Forestry Committee

This memorandum authorizes continuation of the National Rural Forestry Committee for a two year period from the date of this memorandum. Continuation of the committee is in the public interest in connection with the rural forestry responsibilities of the Forest Service, Department of Agriculture. The function of the committee is to advise the Chief, Forest Service, in rural forestry planning at the national level.

BACKGROUND. This committee was initially established at the direction of the Secretary on July 15, 1937.

MEMBERSHIP. The committee shall be composed as follows:

Chairman - Director of the Control, Forest Service, USDA
Vice Chairman - Director of Cooperative Forest Management, Forest Service, USDA
Executive Secretary - Forester, Division of the Control, Forest Service, USDA
Members: Civil Defense Coordinator, Forest Service, USDA
Chief, Division of the Control, Bureau of Land Management, USDI
Extension Forester, Extension Service, USDA
Representative, Association of State Foresters
National Representative (non-voting) - Office of Civil Defense, RND

The one public member of the committee is selected by the Association of State Foresters as its representative.

MEETINGS. The committee will meet at least annually at the call of the Chairman.

REPORTING. The expenses of the committee will be covered by regular Forest Service appropriations.

Very truly yours,
Secretary of Agriculture

January 17, 1973.

SECRETARY'S MEMORANDUM NO. 1792, SUPPLEMENT NO. 1

National Rural Fire Defense Committee

Secretary's Memorandum No. 1792, dated October 5, 1972, is amended to include the following information as required by the Federal Advisory Committee Act, Public Law 92-463.

OBJECTIVES. The Rural Fire Defense Committee as part of pre-emergency rural fire defense organization coordinates efforts in completing National, Regional and rural fire defense plans.

SCOPE. Serves in connection with specific rural fire defense activities assigned the Forest Service, U.S.D.A.

DUTIES. Serves as an advisory group to the Chief, Forest Service, in interagency coordination and planning in rural fire defense matters at the national level.

TERM. The committee shall terminate two years from the date of Secretary's Memorandum No. 1792, or October 5, 1974, subject to extension.

AGENCY. The committee reports to the Chief, Forest Service, U.S.D.A. The Forest Service provides the necessary support for the committee.

MEETINGS. It is estimated that the committee will meet annually.

FUNDING. The estimated annual operating costs are \$500 and 0.02 man-years.

CHARTER FILING DATE.

January 17, 1973.

Earl L. Butz

COMMITTEES

(Rural Fire Defense, National)

January 17, 1973

SECRETARY'S MEMORANDUM NO. 1792, SUPPLEMENT NO. 1

National Rural Fire Defense Committee

Secretary's Memorandum No. 1792, dated October 2, 1972, is amended to include the following information as required by the Federal Advisory Committee Act, Public Law 92-463.

OBJECTIVES. The Rural Fire Defense Committee as part of pre-emergency rural fire defense organization coordinates efforts in completing National, Regional and rural fire defense plans.

SCOPE. Serves in connection with specific rural fire defense activities assigned the Forest Service, U.S.D.A.

DUTIES. Serves as an advisory group to the Chief, Forest Service, in interagency coordination and planning in rural fire defense matters at the national level.

TERM. The committee shall terminate two years from the date of Secretary's Memorandum No. 1792, or October 2, 1974, subject to extension.

AGENCY. The committee reports to the Chief, Forest Service, U.S.D.A. The Forest Service provides the necessary support for the committee.

MEETINGS. It is estimated that the committee will meet annually.

FUNDING. The estimated annual operating costs are \$200 and 0.02 man-years.

CHARTER FILING DATE.

January 17, 1973

Paul L. Buttz

COMMITTEE (Rural Fire Defense)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

October 27, 1972..

SECRETARY'S MEMORANDUM NO. 1793

USDA Policy on Cooperatives

Farmers have learned that by working together they can achieve results far greater than by working individually. Progress in cooperation has been achieved by determined leadership assisted by Government policies to support those who help themselves.

Forty-three years ago, Congress approved the Agricultural Marketing Act. In it, Congress said, "...it is hereby declared to be the policy of Congress to promote the effective merchandising of agricultural commodities in interstate and foreign commerce, so that the industry of agriculture will be placed on a basis of economic equality with other industries...by encouraging the organization of producers into effective associations or corporations under their own control for greater unity of effort in marketing and by promoting the establishment and financing of a farm marketing system of producer-owned and producer-controlled cooperative associations and other agencies."

In addition, Congress has by law authorized the Department

- to help farmers improve their marketing, purchasing, and service cooperatives by studying their organization and operations and providing assistance to management;
- to promote the knowledge of cooperative principles and practices;
- to use cooperatives in its price support, commodity loan, crop insurance, and marketing agreements and orders programs;
- to lend money to cooperatives for electric and telephone service;
- to assist rural people and their communities to improve their economic and social positions through effective self-help programs and credit;
- to encourage joint action of farmers by eliminating discrimination on the part of handlers against farmers who are members of a cooperative.

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary
Washington, D.C. 20250

October 17, 1978

SECRETARY'S MEMORANDUM NO. 1173

USDA Policy on Cooperatives

Farmers have learned that by working together they can achieve results far greater than by working individually. Progress in cooperation has been achieved by determined leadership assisted by Government policies to support those who help themselves.

Forty-three years ago, Congress approved the Agricultural Marketing Act. In it, Congress said, "...it is hereby declared to be the policy of Congress to promote the effective marketing of agricultural commodities in interstate and foreign commerce, so that the industry of agriculture will be placed on a basis of economic equality with other industries... by encouraging the organization of producers into effective associations or corporations and by their use of greater unity or effort in marketing and by promoting the establishment and financing of a farm marketing system of producer-owned and producer-controlled cooperative associations and other agencies."

In addition, Congress has by law authorized the Department

-- to help farmers improve their marketing, purchasing, and service cooperatives or existing their organization and operations and providing assistance to manage them;

-- to promote the knowledge of cooperative principles and practices;

-- to use cooperatives in its own support, commodity loan, crop insurance, and marketing agreements and other programs;

-- to lend money to cooperatives for electric and telephone services;

-- to assist rural people and their communities to improve their economic and social positions through effective self-help programs and credits;

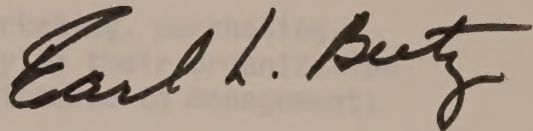
-- to encourage joint action of farmers by eliminating discrimination on the basis of race against farmers who are members of a cooperative.

The Department shall maintain its policy of carrying out both the spirit and intent of these laws and offer maximum encouragement to cooperatives as a means of improving farmers' incomes and developing rural America. It is necessary that we continuously strengthen our efforts to do so.

Therefore, I hereby direct

- (1) the Administrator of each Agency in the Department
 - to continue to reexamine each year each of his programs and, where necessary, reshape them to carry out the full intent of the law and Department policy so as to offer maximum encouragement to the growth and development of sound cooperatives; and
 - to report at the end of each fiscal year on such redirection of programs as he has taken pursuant to this Memorandum and continuing efforts to encourage farmer-owned cooperative effectiveness.
- (2) the Under Secretary to analyze these reports and recommend to me such action as he believes is necessary to implement effectively this Memorandum.

Secretary's Memorandum No. 1697 dated May 28, 1970, is hereby repealed.



Earl L. Butz
Secretary

The Department shall maintain its policy of carrying out both the spirit and intent of these laws and offer maximum encouragement to cooperatives as a means of improving farmers' incomes and developing rural America. It is necessary that we continuously strengthen our efforts to do so.

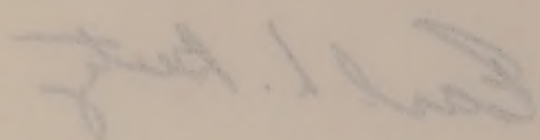
Therefore, I hereby direct

(1) The Administrator of each Agency in the Department

- to continue to examine each year each of his programs and, where necessary, report thereon to carry out the full intent of the law and Department policy as to offer maximum encouragement to the growth and development of sound cooperatives; and
- to report at the end of each fiscal year on such reduction of program as he has taken pursuant to this Memorandum and continuing efforts to encourage farmer-owned cooperative effectiveness.

(2) The Under Secretary to analyze these reports and recommend to me such action as he believes is necessary to implement effectively this Memorandum.

Secretary's Memorandum No. 1037 dated May 28, 1939. It hereby repealed.



Earl B. Egan
Secretary



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

July 5, 1978.

SECRETARY'S MEMORANDUM NO. 1793, REVISED

USDA Policy on Cooperatives

Farmers have learned that by working together they can achieve results far greater than by working individually. Progress in cooperation has been achieved by determined leadership assisted by Government policies to support those who help themselves.

Forty-three years ago, Congress approved the Agricultural Marketing Act. In it, Congress said, "...it is hereby declared to be the policy of Congress to promote the effective merchandising of agricultural commodities in interstate and foreign commerce, so that the industry of agriculture will be placed on a basis of economic equality with other industries...by encouraging the organization of producers into effective associations or corporations under their own control for greater unity of effort in marketing and by promoting the establishment and financing of a farm marketing system of producer-owned and producer-controlled cooperative associations and other agencies."

In addition, Congress has by law authorized the Department

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- to promote the knowledge of cooperative principles and practices;
- to use cooperatives in its price support, commodity loan, crop insurance, and marketing agreements and orders programs;
- to lend money to cooperatives for electric and telephone service;
- to assist rural people and their communities to improve their economic and social positions through effective self-help programs and credit;
- to encourage joint action of farmers by eliminating discrimination on the part of handlers against farmers who are members of a cooperative.

The Department shall maintain its policy of carrying out both the spirit and intent of these laws and offer maximum encouragement to cooperatives as a means of improving farmers' incomes and developing rural America. It is necessary that we continuously strengthen our efforts to do so.

Therefore, I hereby direct the Administrator of each Agency in the Department

-- to continue to reexamine each year each of his programs and,

--where necessary, to reshape them to carry out the full intent of the law and Department policy so as to offer maximum encouragement to the growth and development of sound cooperatives.

1793 *October 27, 1972*
Secretary's Memorandum No. ~~1697~~ dated May 28, 1970, is hereby repealed.

J. Phil Campbell
Acting Secretary of Agriculture

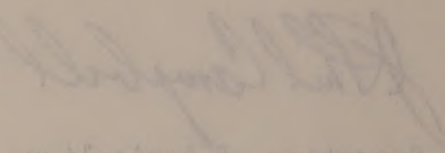
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--where necessary, to reshape them to carry out the full intent of the law and Department policy as to offer maximum encouragement to the growth and development of sound cooperatives.

Secretary's Memorandum No. 1037 dated May 22-1952, is hereby reprinted.


Secretary of Agriculture